

SAN FRANCISCO PUBLIC LIBRARY



3 1223 06257 0487

5/S



*San Francisco Public Library*

GOVERNMENT INFORMATION CENTER  
SAN FRANCISCO PUBLIC LIBRARY

REFERENCE BOOK

*Not to be taken from the Library*



OCT 29 2002



SF  
A40  
#1  
1974

4-2-1988

*San Francisco Commission on the Aging*

**Area Plan  
for  
Programs on Aging  
Under Title III of  
The Older Americans Act of 1965,  
As Amended**

FOR THE

SAN FRANCISCO, CALIFORNIA

---

(PLANNING AND SERVICE AREA)

100-1073

100-1073

100-1073

Administration on Aging

October 1973





ERRATA

Area Plan for Program on Aging

Under Title III of the Older Americans Act, as Amended

Part A, Section G: Plan for the Delivery of Services

Exhibit G - 1: Summary Budget for the Delivery of Services,  
pages 1 and 2

Line 10: Total Budget (Sum of lines 7. and 8.) should read:

Total Budget (Sum of lines 8. and 9.)

DO NOT REMOVE



Digitized by the Internet Archive  
in 2015

<https://archive.org/details/areaplanforprogr1974sanf>



PART A  
AREA PLAN FORMAT

TABLE OF CONTENTS

SECTION A:	APPLICATION FORM AND SUMMARY BUDGET FOR AREA PLAN
	Exhibit A-1: Application for Support Form
	Exhibit A-2: Summary Budget for Area Plan
SECTION B:	STANDARD PROVISIONS AND ASSURANCES
	Area Plan Agreement
	Exhibit B-1: Direct Provision of Social Services by the Area Agency
SECTION C:	ORGANIZATION AND STAFFING OF THE AREA AGENCY
	Exhibit C-1: Organizational Chart of the Area Agency
	Exhibit C-2: Organizational Chart of the Single Organizational Unit
	Exhibit C-3: Mission Statement of the Area Agency
	Exhibit C-4: Advisory Council Membership
	Exhibit C-5: Advisory Council Statement of Responsibilities
	Exhibit C-6: Staffing Plan of the Area Agency
SECTION D:	CHARACTERISTICS OF THE PLANNING AND SERVICE AREA
	Exhibit D-1: Map
	Exhibit D-2: Demographic Characteristics of Persons Aged 60 or Over
	Exhibit D-3: Needs of Persons Aged 60 or Over
	Exhibit D-4: Inventory of Resources
SECTION E:	PROGRAM OBJECTIVES
	Exhibit E-1: Summary Listing of Program Objectives
	Exhibit E-2: Explanation of Each Program Objective



TABLE OF CONTENTS

SECTION F: PLAN FOR AREA AGENCY ACTIVITIES

- Exhibit F-1: Summary Budget for Area Agency Activities
- Exhibit F-2: Action Plan for Planning
- Exhibit F-3: Action Plan for Coordinating the Delivery of Existing Services
- Exhibit F-4: Action Plan for Pooling of Available but Untapped Resources

SECTION G: PLAN FOR THE DELIVERY OF SERVICES

- Exhibit G-1: Summary Budget for Services
- Exhibit G-2: Action Plan for Supporting Services
- Exhibit G-3: Action Plan for Gap-Filling Services





SECTION A: APPLICATION FORM AND SUMMARY BUDGET FOR AREA PLAN





APPLICATION FOR SUPPORT FOR  
TITLE III AREA PLAN ON AGING UNDER  
THE OLDER AMERICANS ACT OF 1965, AS AMENDED

(For State Agency Use Only)

5

1. Planning and Service Area

Area #6 - City and County of San Francisco

2. Name and Address of Area Agency on Aging:

San Francisco Commission on the Aging  
City Hall, Room 164  
San Francisco, Ca 94102

5. Name and Address of Single Organizational Unit  
(If different from Item 2):

N/A

Area Code:

415

Telephone No.:

558-2126

Area Code:

N/A

Telephone No.:

N/A

3. Name, Title and Address of Director of Area Agency on Aging:

Ms Lillian McCall  
Interim Executive Director  
S. F. Commission on the Aging  
City Hall, Room 164  
San Francisco, Ca 94102

6. Name, Title and Address of Director of Single Organizational Unit (If different from Item 3):

N/A

Area Code:

415

Telephone No.:

558-2126

Area Code:

N/A

Telephone No.:

N/A

4. Name, Title and Address of Official Authorized to Sign for the Area Agency on Aging:

William McCabe  
Chairman, S. F. Commission on the Aging  
City Hall, Room 164  
San Francisco, Ca 94102

7. Name, Title and Address of Payee (Specify to whom checks should be sent):

The Treasurer  
City and County of San Francisco  
City Hall, Room 109  
San Francisco, Ca. 94102

8. Signature:

I certify that I am authorized to submit this plan on behalf of the designated Area Agency on Aging

  
Signature

William McCabe

5/11/70



SECTION B: STANDARD PROVISIONS AND ASSURANCES

The S.C. Commission on Aging  
submits herewith the Area Plan on

(Area Plan on Aging)

aging as required under Title III of the Older Americans Act of 1965, as amended, and hereby agrees to administer such plan in accordance with the regulations, policies and procedures prescribed by the State agency.

Purpose of Program

1. The area agency understands and agrees that it is the purpose of the Title III Program to foster the development of a comprehensive and coordinated service system for older persons within the planning and services area.

The primary objectives of this system are:

- (a) To secure and maintain maximum independence and dignity in a home environment for older persons capable of self-care with appropriate supportive services; and

- (b) To remove individual and social barriers to economic and personal independence for older persons, including the provision of opportunities for employment and volunteer activities in the community.

2. The area agency understands and agrees that in order to achieve the purpose of the Title III Program the resources made available to the area agency by the State agency are designated to:

- (a) Provide for the development and implementation by the area agency in consultation with other planners and services providers, and other consumers of services, of an area plan which sets forth specific program objectives and priorities for meeting the needs of the elderly with special attention being given to the needs of the income and minority older persons;

- (b) Assist the area agency to develop and implement coordinated services designed to achieve the coordination of existing services in order to make such systems more effective in meeting the needs of the elderly.

- (c) Draw in increasing commitments from public and private agencies which have resources that can be utilized to serve older persons, and encourage such agencies to enter into cooperative arrangements directed toward maximum utilization of existing resources on behalf of older persons;
- (d) Make existing social services more accessible to older persons in need through the development and support of services such as transportation, outreach, information and referral, and escort which can increase the ability of older persons, including the older physically and mentally disabled, to obtain other social services; and
- (e) Promote comprehensive services for the elderly through the development and support of social services which are needed by older persons but which are not otherwise available.

#### Purpose and Content of Area Plan

3. The area agency understands and agrees that in order to obtain approval of the State Agency and receive funds for support, the area plan submitted herewith must and the area agency will:
  - (a) Provide for a continuous process of planning by the area agency, including the defining and redefining of objectives and the establishment of priorities; and
  - (b) Provide for the launching or strengthening of action programs within the area for coordinating the delivery of existing services for older persons, and for the pooling of available but untapped resources in order to strengthen existing services or inaugurate new services for older persons.
4. The area agency having met the requirements of Provision 3 of this plan, understands and agrees that the State Agency may approve support for those service programs proposed to be carried out under the area plan found necessary to assist older persons to become aware of the social services available in the area (information and referral, and outreach services), and to assist them in having access to these services (transportation and escort services), and support for those other social services proposed to be carried out under the area plan which are needed by older persons, but which no other public or private agency of the planning and service area can and will provide.



5. The area agency understands and agrees that priority must be given to those activities and services which will assist and benefit low income and minority older persons throughout the planning and service area, and assures, to the extent feasible, and with respect to resources made available under the plan, that low income and minority individuals will be served at least in proportion to their relative numbers in the planning and service area.
6. Organization of the Area Agency

The area agency is a ☒ single purpose agency; ☐ multi-purpose agency; and therefore has created a single organizational unit, namely the S. F. Commission on Aging within such agency which has (Name of single organizational unit) been delegated authority and responsibility for effective implementation of the area plan. An organization chart for the area agency is included as Exhibit C-1 of this plan.

7. Authority and Capacity of Area Agency

The area agency assures that it has the authority and capacity to develop the area plan, and to carry out, directly or through contractual or other arrangements a program pursuant to the plan within the planning and service area.

8. Staffing of the Area Agency

The area agency will be headed by an individual qualified by education or experience assigned full-time solely on development and implementation of the area plan. Adequate numbers of qualified staff, including members of minority groups, will be assigned full-time solely to the area agency to assure the effective conduct of responsibilities under this plan. Subject to the requirements of merit employment systems of local government, preference will be given to persons aged 60 or over for any civil positions (full-time or part-time) for which such persons qualify. The proposed staffing plan for the area agency which sets forth the number, type of personnel employed and the timetable for the hiring of staff for the project year is included as Exhibit C-6 of this plan. The area agency understands and agrees that, once the staffing plan has been approved by the State agency, such plan must be adhered to in all personnel actions taken by the area agency, and that, if the area agency determines that it must deviate from such plan, it must obtain the prior approval of the State agency.





## 9. Standards of Personnel Administration

In cases where the area agency is a public agency, it will establish and maintain methods of personnel administration which conform to the Standards for a Merit System of Personnel Administration, and any standards prescribed by the U.S. Civil Service Commission pursuant to section 208 of the Intergovernmental Personnel Act of 1970 modifying or superseding such standards. Such methods shall be maintained in the files of the Area Agency and shall be made available to the State Agency upon request.

## 10. Functions of the Area Agency

In addition to the development and administration of the area plan, the area agency will carry out directly, to the maximum extent feasible, the following functions:

- (a) Provision of leadership and advocacy on behalf of all older persons within the planning and service area for which the area agency is responsible;
- (b) Determination of the need for social services in the planning and service area with special attention being given to the needs of low income and minority elderly;
- (c) Inventory of the resources within the planning and service area to meet the needs of the elderly, and an evaluation of the effectiveness of the services provided by the public and private agencies within such area in meeting such needs;
- (d) Establishment of measurable program objectives and priorities for implementation of the area plan, in keeping with the objectives established by the State Agency;
- (e) Planning with existing planning agencies and the providers of service in the area concerning the needs of the elderly;
- (f) Either directly or through contract or grant, provide for an agency program designed to:
  - (1) coordinate the delivery of existing services for the elderly; and

- (2) pool available but untapped resources of public and private agencies in order to strengthen or inaugurate new services for older persons.
- (g) Periodic evaluation of activities carried out pursuant to the area plan, including the views of older persons participating in such activities, and monitoring on an ongoing basis the performance of contracting agencies and grantees under the area plan;
- (h) Conduct of periodic public hearings concerning the needs of the elderly;
- (i) Collection and dissemination of information concerning the needs of the elderly;
- (j) Provision of technical assistance to providers of social services in the planning and service area;
- (k) Where necessary and feasible, enter into agreements to provide legal services to older persons in the planning and service area to be carried out through Federally assisted programs or other public or non-profit agencies; and
- (l) Where possible, enter into arrangements with organizations providing day care services for children so as to provide opportunities for older persons to aid or assist, on a voluntary or paid basis, in the delivery of such services to children;
- (m) Take into account in connection with matters of general policy arising in the development and administration of the area plan, the views of recipients of services under the area plan.

#### 11. Direct Provision of Social Services by the Area Agency

The area agency understands and agrees that no social service may be provided directly by the area agency unless the State Agency grants specific approval to do so. With the exception of information and referral services, and the conduct of coordination activities, no such approval will be given by the State Agency unless the area agency was providing such services prior to its designation as an area agency, or it can be clearly shown that the direct delivery of a service is necessary to assure an adequate supply of such services, and that no other agency in the area can and will effectively deliver

such service. Those cases, if any, in which the area agency anticipates providing social services directly are included as Exhibit B-1 of this plan.

## 12. Advisory Council

The area agency will establish an advisory council which meets preferably monthly but at least bi-monthly. The council will consist of representatives of program participants and the general public, including low income and older minority persons in the area, at least in proportion to the number of older minority persons in the area. The advisory council shall advise the area agency on all matters relating to the development and administration of the area plan and operations conducted thereunder. At least one-half of the membership of the advisory council will be made up of actual consumers of services under the area plan. Where a nutrition project established under Title VII of the Older Americans Act of 1965, as amended, is located within the planning and service area a representative of the nutrition project council for such project shall also be included on the advisory council. Where more than one nutrition project is located within the planning and service area, the project councils for such projects shall designate one of their number to provide representation for all of the nutrition projects of the area on the advisory council. The membership of the advisory council is included as Exhibit C-4 of this plan. In addition, the area agency has developed a statement of responsibilities for the advisory council which is included as Exhibit C-5 of this plan.

## 13. Arrangements with Title VII Projects

The area agency, in conjunction with the State agency, shall take the initiative in endeavoring to develop arrangements with recipients of grants or contracts for nutrition projects under Title VII of the Older Americans Act in the planning and service area, whereby such projects shall be made part of the activities under the area plan.

## 14. Arrangements with Social Security Act Programs

The area agency shall provide for maximum coordination between the programs and activities under the area plan, and the resources available under Titles I, X, XIV, XVI and XIX of the Social Security Act and Title VI added by the Social Security Amendments of 1972.

15. Establishment or maintenance of information and referral sources

The area agency will take such steps as are required to achieve the establishment or maintenance of information and referral sources in sufficient numbers to assure that all older persons within the planning and service area covered by the plan will have reasonably convenient access to such sources by the end of fiscal year 1975. Such information and referral sources shall be established or maintained in close coordination with the information and referral services which are available through the District Offices of the Social Security Administration of the Department. To the maximum extent possible, the services and resources available through such offices shall be utilized by the area agency for this purpose.

16. Transportation

The area agency has included in the area plan plans for transportation, wherever funds are to be used to establish needed services for older persons to ensure their access to such services.

17. Public Hearings

The area agency will conduct, prior to the submission of the area plan to the State agency for approval, a public hearing(s) on the area plan for each year 1975 and every fiscal year thereafter. The purpose of such hearing(s) will be to provide the opportunity for older persons, the general public, officials of general purpose local government, and other interested parties to comment on the area plan. The area agency will give adequate public notice prior to the conduct of such hearing.

18. Contracts or Grants

The area agency will provide for contracts or grants under the area plan to be executed by minority individuals at least in proportion to their relative number in the planning and service area. The area agency understands that, subsequent to approval of the area plan, the State agency, grant or contracts made by the area agency may be approved for any year. The area agency understands and agrees the prior to the award of additional support for any subsequent year, a full and complete evaluation of the project to determine if the objectives of the project are being met.

## 19. Contributions for social services

The area agency will assure that agencies providing social services under the area plan shall afford older persons the opportunity to contribute to all or part of the costs of the social services provided. The area agency shall consult with the advisory council regarding proposed contributions. Each older recipient shall determine for himself what he is able to contribute toward the cost of the social service. No older person shall be denied a social service because of his failure to contribute to all or part of the cost of such service. The area agency shall provide that the methods of receiving contributions from individuals by the agencies providing social services under the area plan shall be handled in such a manner so as not to differentiate among individuals' contributions publicly.

## 20. Training

The area agency will make provision for the training of personnel necessary for the implementation of the area plan, and the attendance of such individuals at designated training centers established by the Administration on Aging in consultation with the State Agency, for individuals having specific responsibilities under the area plan.

## 21. Licensure Requirements

The area agency shall assure that where State or local public jurisdictions provide licensure for the provision of social services, agencies providing such services under the area plan shall be licensed, or shall meet the requirements for licensure.

## 22. Evaluation

The area agency will cooperate and assist in any efforts undertaken by the State Agency or the Administration on Aging to evaluate the effectiveness, feasibility, and costs of activities under the area plan.

## 23. Confidentiality

The area agency will ensure that no information about, or obtained from, an individual who is in the possession of an agency providing services to such individual under the area plan shall be disclosed in a form identifying such individual without the informed consent of such individual. Lists of older persons compiled pursuant to provisions of this plan shall be used solely for the

purpose of providing social services, and only with the informed consent of each individual on such list.

#### 24. Records and Reports

The area agency will keep such records and make such reports in such form and containing such information as may be required by the State Agency and in accordance with guidelines issued by the Administration on Aging. The area agency will maintain such accounts and documents as will serve to permit expeditious determination to be made at any time of the status of funds within the award, including the disposition of all monies received from the State Agency, and the nature and amount of all charges claimed to be against such funds.

#### 25. Civil Rights

The area agency will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352), and the regulation issued pursuant thereto. An Assurance of Compliance with such regulation (Form HEW-441) is attached. Also, the area agency further certifies that it has no commitments or obligations which are inconsistent with compliance with these and any other pertinent Federal regulations and policies, and that any other agency, organization, or party which participates in the implementation of the area plan shall have no such commitments or obligations.

#### 26. Public Information

The area agency will provide for a continuing program of public information specifically designed to assure that information about the program and services carried out under the area plan are effectively and appropriately promulgated throughout the planning and service area. The area agency will make available at reasonable times and places in the offices of the area agency, the area plan, all periodic reports, and all policies governing the administration of the Title III program in the area, for review upon request by interested persons and representatives of the media.

#### 27. Maintenance of Effort

The area agency assures that there will be expended for the purposes for which payments are made for activities under this plan, for the year for which such payments are made and from funds from non-Federal sources, not less than the amount expended for such purposes from such funds during the previous year.

#### 28. Amendments to the Area Plan

The area agency assures that it will submit to the State Agency necessary documentation of substantial changes, additions, or deletions to the area plan.

ASSURANCE OF COMPLIANCE WITH THE DEPARTMENT OF  
HEALTH, EDUCATION, AND WELFARE REGULATION UNDER  
TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

San Francisco Commission on the Aging

(herein-

(Name of Subgrantee or Secondary Recipient)

after called the "Subgrantee") HEREBY AGREES THAT it will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and all requirements imposed by or pursuant to the Regulation of the Department of Health, Education, and Welfare (45 CFR Part 80) issued pursuant to that title, to the end that, in accordance with Title VI of that Act and the Regulation, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Subgrantee receives Federal financial assistance from California Commission

on Aging

, a recipient of

(Name of Grantor)

Federal financial assistance from the Department (hereinafter called "Grantor"); and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Subgrantee by the Grantor, this assurance shall obligate the Subgrantee, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance shall obligate the Subgrantee for the period during which it retains ownership or possession of the property. In all other cases, this assurance shall obligate the Subgrantee for the period during which the Federal financial assistance is extended to it by the Grantor.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Subgrantee by the Grantor, including installment payments after such date on account of applications for Federal financial assistance which were approved before such date. The Subgrantee recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and

agreements made in this assurance, and that the Grantor or the United States or both shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Subgrantee, its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Subgrantee.

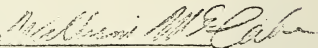
Dated

6-8-74

San Francisco Commission on the Aging  
(Subgrantee)

By

William McCabe



(President, Chairman of Board, or  
comparable authorized official)

Room 164 - City Hall

San Francisco, Ca. 94102

(Recipient's mailing  
address)

Title Chairman



## DIRECT PROVISION OF SOCIAL SERVICES BY AREA AGENCIES

In accordance with provision 12 of this plan, set forth any case(s) in which the area agency has been or anticipates providing social services directly. Include an identification of the services that will be provided directly by the area agency, a justification for such direct provision of service, and the manner in which the area agency is or plans to be organized to provide such services:

As permitted by law, the area agency will directly provide an information and referral service, in cooperation with the Social Security Administration.

Implementation

1. Execute a formal written agreement with the Social Security Administration to establish and operate jointly an area information and referral system as defined in Sec. 304, P (C-3) of the 1973 Amendments to the Older Americans Act of 1965. Estimated completion time - 1 month.

2. Design and implement the area information system by building on existing San Francisco Commission on Aging resource file and setting up task force of agencies who will both contribute to I & R system and use. Since design of an I & R system will include different kinds of information, for different purposes and for different target groups, the system will have to be phased in step by step including some computerized elements. System design will be done by the San Francisco Area Agency on Aging in cooperation with service and consumer groups. Estimated design time - 6 months - 1 year. System components will be phased in for use as completed.

3. Train outreach workers to use I & R system in San Francisco neighborhood communities. These may be stationed at existing community centers, agencies, churches, et al, and will serve elderly seeking information and/or referral. They will also seek out elderly who may need services and be unaware of their existence. Training will be ongoing. Outreach workers will provide feedback on community needs and reactions to existing and new services. Estimated need for Phase 1 - 10 FTE community aides who shall themselves be senior citizens and supervised by the Community Relations Coordinator. Estimated design time - 2 months.

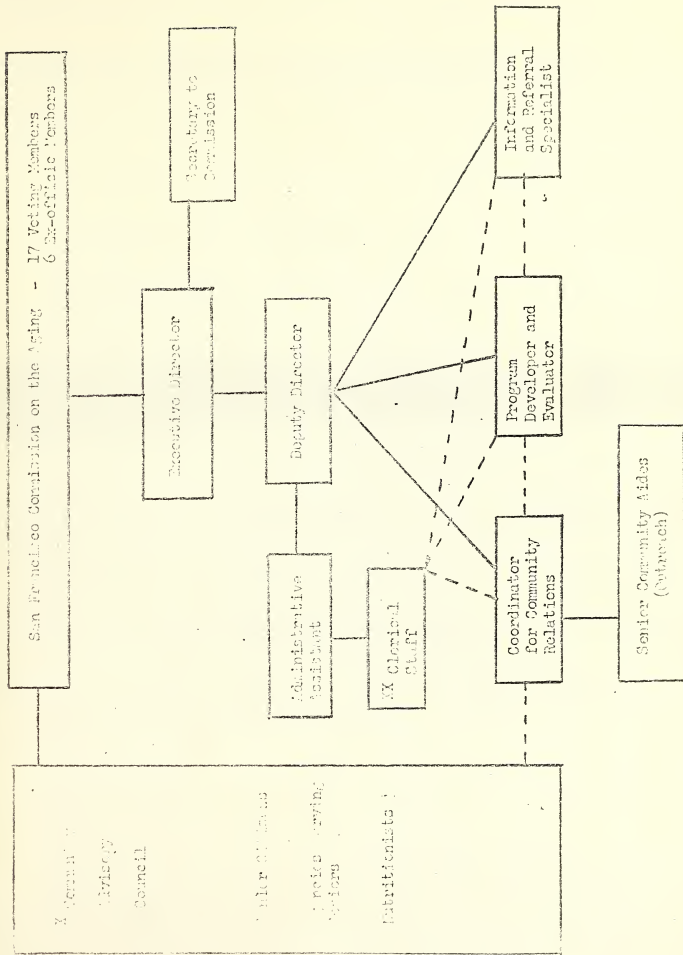
4. Prepare and disseminate information of general interest to the community. Ongoing. Resource list to be updated.

5. Continually update information to be used for referral and other interagency coordination purposes. Ongoing.

6. Design and implement plan for continuing evaluation of the I & R system from participative agency viewpoint and consumer viewpoint. Estimated time - 6 months, 1 year.

SECTION C: ORGANIZATION AND STAFFING  
OF THE AREA AGENCY

# ORGANIZATIONAL CHART



PLANNING AND SERVICE AREA S. City & County of San Francisco EXHIBIT C-2

NOT APPLICABLE

(If Applicable, Organization Chart of the Single Organizational Unit  
Within the Area Agency)

## MISSION STATEMENT OF THE AREA AGENCY ON AGING

Set forth that portion of the formal mission statement of the Area Agency which is related to the achievement of the program goal of establishing a comprehensive and coordinated service system for older persons in the planning and service area.

The mission of the San Francisco Commission on Aging is defined in Ordinance 303-72 which created the Commission:

(a) Develop broad policy goals in dealing with the problems of the aged and aging within the city and County.

(b) Subject to the budget and fiscal provisions of the Charter, to receive funds from both public and private sources and to disburse the same for programs related to the aged.

(c) Direct the preparation and dissemination of educational and informational material in cooperation with other agencies both public and private relating to services provided for the elderly by governmental and private agencies in areas such as housing, medical care, recreation, transportation, referral services, and the like.

(d) Ascertain, study and analyze all facts relating to the economic, health, and social needs of older adults, including, but not limited to, the operation, effect and administration of any and all laws in any way bearing upon or relating to the subject of aging, and to report thereon to the Board of Supervisors, including in said report its recommendation for appropriate legislation or other action within the authority of said Board.

(e) Review proposed local, State and Federal legislation for its effect upon the welfare of aging persons and report to the Mayor and the Board of Supervisors thereon.

(f) Promote unity of interest of senior citizens with other segments of the population of the City and County such as youth, labor and ethnic groups.

(g) Do any and all things necessary or convenient to enable it fully and adequately to exercise the aforesaid powers and to perform the aforesaid duties, and to accomplish the objectives and purposes of this ordinance.

(h) Act as the area planning agency responsible for comprehensive area-wide planning and program implementation, or, subject to the budgetary and fiscal provisions of the Charter, enter into a contract with an area planning agency in the field of aging which represent consumer agencies and city departments to accomplish comprehensive area-wide planning including recommendations.

# ARTICLE III

The Director, or his representative, of the Advisory Council shall hold office for a term of one year and shall be elected by the Board of Directors of the San Francisco Health Department within the first 90 days of the calendar year. The Director shall be a resident of the City and County of San Francisco and shall be a person of high standing in the community. The Director shall be a person of high standing in the community, both public and private, and shall be a person of high standing in the community.

1. The Advisory Council shall be a Community Advisory Council composed of the following members:

- a. There shall be a District Community Advisory Council composed of five (5) District Community Advisory Committees, whose members shall be elected by the Board of Directors of the five Community Mental Health Districts.

- b. It shall be the duty of the members of the Council and each District Community Advisory Council to be persons sixty (60) years of age or older, and to have a representative representation of low income and minority groups. At least one-half of the members of the Advisory Council shall be made up of actual persons of service and experience in the field.

- c. The members of the Advisory Council and of each advisory committee shall be elected by a majority of officers, their District Committees, their members, and members of representative organizations, and shall be elected by a majority of the process free of any other influence.

(1) The Advisory Council shall be open to the public.

(2) The Advisory Council shall be open to any San Francisco resident who is over 60 years of age.

(3) The Advisory Council shall be open to the public.

- d. The Advisory Council shall be a part of the project councils (Article V, Section 10) and shall be a member of the Community Advisory Council.

2. If an Advisory Council is created by the Advisory Council, it must be composed of a majority of persons over 60 years of age or over, and shall be open to the public.

- a. The Advisory Council shall be open to the public.

- b. The Advisory Council shall be open to the Advisory Council at least one (1) year and shall be open to the Advisory Council at least one (1) year.

- c. The Advisory Council shall be open to the services of the Advisory Council and shall be open to the services of the Advisory Council.

## ADVISORY COUNCIL

The structure, function, and governance of the Advisory Council shall be determined by the community of the City and County of San Francisco within the limits of 903.66 (13) of Title 45, Chapter IX, Part 903 DHEW Federal Register and guidelines established by the California Office on Aging. According to this view the Advisory Council shall be broad based, representative of senior consumers and provider groups, both public and private and self-governing with the following provisions:

1. The SFCOA, as the SFAAA, shall have a Community Advisory Council composed of community selected persons:
  - a. There will be established a Community Advisory Council composed of five (5) district community advisory committees, whose boundaries conform to those of the five Community Mental Health Districts.
  - b. At least fifty-one (31) percent of the members of the Council and each advisory committee shall be persons sixty (60) years of age or older, including a proportionate representation of low income and minority groups. At least one-half of the membership of the Advisory Council shall be made up of actual consumers of services under the Area Plan.
  - c. The composition of the Advisory Council and of each advisory committee and their methods of selection of officers, their internal structures, their procedures, and matters of representation shall be determined by democratic process free of any governmental influence, except:
    - (1) meetings must be open to the public.
    - (2) membership must be open to any San Francisco resident 60 and over.
    - (3) the requirement of "b" above must be met.
  - d. One representative of the area nutrition project councils (Title VII, Older Americans Act) shall be a member of the Community Advisory Council.
2. If an executive Board is created by the Advisory Council, it must be composed of at least 51 percent persons 60 years of age or over, including low income and minority elderly.
3. Council members shall serve without pay.
4. The SFCOA as AAA shall consult with its Advisory Council at least bi-monthly on all aspects of the functions of the AAA.
5. The Community Advisory Council shall have the services of the Community Relations Coordinator and senior outreach workers supervised by the CRC.





The Commission has held one mass meeting attended by approximately 600 people including consumers and agency representatives. This meeting was for the purpose of announcing that the Commission intended that its Citizens Advisory Council shall indeed be representative of older San Franciscans and those who serve them and shall not be dominated by small special interest groups. It will be reflective of the diverse population groupings that make up the City and County of San Francisco.



2-5

STATEMENT OF RESPONSIBILITIES ASSIGNED TO THE ADVISORY COUNCIL

The Citizens Advisory Council shall advise the San Francisco Commission on the Aging and its staff on overall priorities of the aged as well as on specific problems and recommended solutions.

The CAC will work closely with the Community Relations Coordinator and outreach staff to obtain feedback on possible changes in the area plan.

Through its district organizations it will inform the SFCOA about specific neighborhood problems and view of older citizen consumers and agency representatives.

The CRC will provide feedback to the Social Planner and Program evaluator on how well specific programs are working.

The CRC will recommend to the San Francisco Commission on the Aging new programs it feels are necessary either citywide or in particular districts. If these are not included in the Action Plan and if recommendations of the CAC are accepted by the SFCOA, such recommendations shall be included in the action plan.

The CAC will assist in disseminating information needed either citywide or in particular districts through its established senior groups, clubs, churches, agencies, et al.



Table 1. (Continued) The ARLA (A) and (B) Staff Members

Job Title	Grade	Current Salary		Future Salary		Sex	Age	Racial Ethnic Composition					Date of Birth	Current Position
		Base	Step	Base	Step			White	Black	Hispanic	Asian	Other		
Director	40	75	10	10	5	X	X							July 1, 1974
Secretary to Director	40	50	25	15	10									July 1, 1974
Coordinator for Com Rel	40	75	10	10	5	X	X							July 1, 1974
Program Developer and Coordinator	40	50	25	15	10									July 1, 1974
Information Spec	40	50	50											July 1, 1974
Administrative Asst.	40	100				X	X							July 1, 1974
Chief Typists	40	100				X	X							July 1, 1974
Chief of Comm.	40	100												July 1, 1974
Alto														July 1, 1974

to be employed on hourly basis by Community Coordinator

\* paid by city except for 2 clerk typists

\*\* This position currently filled by Male under 60, other. As of July 1, it will be filled from a civil service list. All candidates on the list are Female, 2 are under 60, one is Oriental. The list consists of 15 names. The present Secretary will be reclassified Administrative Assistant. All classifications will be set by the Civil Service Commission which assists the Director in establishing need classes. Personnel can also be hired on limited tenure without examination but must compete when jobs are posted for competitive examinations.

\*\*\* Senior Aides will all be 55+, and reflect minority, ethnic and income levels at their districts.

SECTION D: CHARACTERISTICS OF THE PLANNING AND SERVICE AREA

PLANNING AND SERVICE AREA - CITY AND COUNTY OF SAN FRANCISCO

MAP OF THE PLANNING AND SERVICE AREA



# Area #6 - City and County of San Francisco

## PERCENT OF PERSONS AGED 60 OR OVER IN PLANNING AND SERVICE AREA

Area #6 - City and County of San Francisco	Total Number of Persons Aged 60 or Over in Area		Percent of Persons 60 or Over in Area With Identified Need				
	Number	%	Health	Housing	Employment	Nutrition	Transportation
	140,550	59	62	25	10	24	43
							65

## Area #6 - City and County of San Francisco

## PERSONS WHO CHARGE THE LACK OF PERSONS AGED 60 OR OVER IN PLANNING AND SERVICE AREA

Area #6 - City and County of San Francisco	Total Population of Planning Area	Total Number of Persons Aged 60 or Over in Area	Percent of Persons Aged 60 or Over in Area		Annual Income Below \$10,000	Unemployed	Number of Persons Aged 60 or Over in Area With Identified Need	Number of Persons Aged 60 or Over with income less than \$10,000
			% of Total	% of Area				
(1) 715,673	140,550	26	19	27	25	8,850	10,409	12,000
(2) 511,186								22,550





INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Aged 60 or Over Potentially Served	6. Remarks
City and County of San Francisco.	Adult Homemaker	x	x	In Home Assist.	Welfare clients	N.R.	
	Adult Library Club	x	x	Leisure Time	Am & sport English	N.R.	
	Aid to the Visually Handicapped	x	x	Info & Referral	None	N.R.	
	Alcoholism Clinic (Pre. Prog. Center)	x	x	Health	None	N.R.	
	American Assoc. of Retired Persons	x	x	Leisure Time	Age 55 and over	N.R.	
	American Home for the Aged	x	x	In Home Assist.	None	N.R.	
	Armen. Indian Center	x	x	Info & Referral	None	N.R.	
	Armen. Red Cross	x	x	Emerg. Assist.	Need	N.R.	
	Anchor Rescue Mission	x	x	Food Services	None	30 wk.	
	Arthritis Found.	x	x	Health	Must have arthritis	N.R.	
	Better Business Bureau	x	x	Legal & Advocacy Services	Need	N.R.	
	Blind Crafts (Lighthouse)	x	x	Employment	Blind	45 wk.	
	Booker T. Washington Center	x	x	Leisure Time	None	275 wk.	

## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Served
	Dept. of Human Resources (Cal.)	Employment	Over age 18	N.R.
	Calif. League for the Handicapped	x Health	Must be blind	5 wk.
	Calif. League for the Handicapped	x Health & Welfare Services	Age 55 and over	200 wk.
	Calif. Ret. Teachers Assoc.	x Info & Referral	Physical Disabilities	N.R.
	Calif. State Employment Service	Employment	Need	N.R.
	Calif. State H. Extension Div.	x Info & Referral	N.R.	N.R.
	Catholic Office for Aging	x Leisure Time	Need and 55 and over	200 wk.
	Center for Spec. Problems	x Group. Assist.	Need	N.R.
	Christian Sci. Visiting Nurses	x In Home Assist.	N.R.	N.R.
	E.O.C. of S.F.	x Info & Referral	Age 55 and over	1200 mo
	Easter Seal Soc.	x Health	Need	N.R.
	Educ. Develop. Center	x Leisure Time	N.R.	40 wk.

## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Responsibility for Persons 60 and Over	Public (X)	Private (X)	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presently Being Served
City and County of San Francisco	Food Stamp Field Office	X		Food Services	Low Income	N.R.
	Foster Grand-parents		X	Employment	Age 60 and over	15
	Friendly Visitors (OMI Ecu. Par.)		X	In Home Asst.	Need & 60 & over	35 wk
	Friendly Visitors (St. Frances Epis.)		X	In Home Asst.	Need & 70 & over	15 wk
	Goodwill Homemakers, Inc.		X	Transportation Health	Handicapped None	75 wk N.R.
	Homemaking Sojourners		X	In Home Asst.	Aged and Blind	27 wk
	Housing Authority of S. F.			Housing	Low Income	3600
	Immigration & Natural. Dept		X	Legal & Advocacy	18 & over & need	N.R.
	Industrial Club		X	Leisure Time	Adults not under the influence of drugs or alcohol	40 mo.
	International Institute		X	Leisure Time	Immigrants	50 yr

INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Agency (can within Planning and Service Area)	2. List Agencies Having Resources to Serve Persons 60 and Over	P. 1018	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Previously Served
City and County of San Francisco	Italian Welfare Agency	x	Emerg. Assist.	Italian descent	400 yr
	Jobs for Older Americans	x	Employment	Over 55, low income, under or unemployed	61
	KABL (CCL for Action)	x	Info. & Ref.	Legitimate Need	35 wk
	Legal Assistance Foundation	x	Legal & Advo. Services	Low Income	N.R.
	Longshoremans Pension Club	x	Leisure Time	Membership; 62 & over or disabled	N.R.
	Lutheran Care for Aging	x	Info. & Ref.	Age 55 and over	445 y
	McAuley Institute Mature Temp Emp.	x	Health Employment	None Need and 55 to 70	77 wk N.R.
	Meals on Wheels	x	Food Services	Homebound or lack Facilities	20' N
	Multiple Sclerosis Society	x	Health	None	N.R.
	Nat. Asso. of Ret. Fed. Employees	x	Legal & Advocacy Services	Retired Fed. Emp.	N.R.
	National Council on Aging	x	Employment	N.R.	N.R.

## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presently Served
City and County of San Francisco	National Council on Alcoholism	x Health	None	N.R.
	National Senior Cit. Law Project	Legal & Advo. Services	Over 55	N.R.
	Opportunity and Industry Center	x Employment	N.R.	N.R.
	Pacific Heights Com. Coll. Educ. Cntr	Leisure time	S.F. resident	5000 yr
	Planning for Later Years	x Info. & Ref.	N.R.	N.R.
	Public Guardian S.F.	Legal & Advo. Services	None	700 yr
	Retire Club Dept. Store Emp. Union	x Legal & Advo. Services	Former Union Member	N.R.
	Retired Employees of the City and County of S.F.	x Legal & Advo. Services	Retired City & Co. Employees	N.R.
	Retirement Jobs, Inc.	x Employment	Age 55 and over	100wk
	RSVP	x Leisure Time	Retired	N.R.
	St. Lukes Hosp.	x Health	None	N.R.

INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presently Being Served
City & County of San Francisco	Salvation Army Citadel Corps	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Emerg. Assist	Deaf over 55	
	Salvation Army Hdq.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Info. & Ref.	None	N.R.
	Ambulatory Hlth	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	In Home Asst.	N.R.	420 mc
	Bayview Hunters Pt Senior Centr Service Centr Inc	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Leisure Time & Info & Ref.	N.R.	50 wk
	Bayview Senior Center	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Leisure Time	Age 55 and over	50 wk
	Catholic Soc. Services	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Info. & Ref.	None	N.R.
	Jewish Home for Aged	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Housing	Age 60 up & Jewish	350 wk
	Geriatric Serv. of Bayview	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Health	Need	2 mc
	S.F. Community Health Service	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Health	Members American Health Care Plan	N.R.
	S.F. Dept. of Public Health #3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Health	All Ages	100 w
	Canon Kip Com. House	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Leisure Time	Age 55 and over	200 y

## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presently Being Served
	Chinese Newcomers Service Center	x Info & Referral	None	162 wk
	Chinese Senior Citizens Assoc	x Leisure Time	Age 60 and over	600 yr
	Downtown Senior Center	x Leisure Time	Age 60 and over	2600 wk
	Franciscan Telecare Service	x Info. & Ref.	All Ages	35 wk
	Glide Senior Center	x Legal & Advo. Services	Age 55 and over	100 wk
	Health Help, Inc.	x In Home Asst.	On Welfare	N.R.
	Health Center #4	x Health	None	N.R.
	S.F. Asso. for Mental Health	x Health	Need	N.R.
	S.F. Bay Area Hearing Society	x Health	Hearing Problem	N.R.
	S.F. County Dept. of S.S.	x Emerg. Assist.	Need	3750 wk
	S.F. Diabetes Asso.	x Health	Need	N.R.
	S.F. Hearing and Speech Center	x Health	Need	5 wk

IDENTIFICATION OF RESOURCES IN THE PLANNING AND SERVICE AREA

1 County of Health and Welfare Agency and Service Area	2 Type of Agency (Name) Resources to be used for this purpose (if not other)	3 Type of Services to be provided (if any)	4 Capacity Requirements (if any)	5 Number of Persons Age 12 and over Present in the Area
City and County of San Francisco	S.F. Heart Assoc.	x Health	Need	N.R.
	S.F. General Hospital	x Health	Need	N.R.
	S.F. Home Health Service	x Health	Need	6750 wk
	S.F. Rec. & Parks Dept.	Leisure Time	N.R.	51600 pop
	S.F. Public Health Dept. see (Dist. Offices)			
	S.F. Service Ctr	x Employment	None	N.R.
	Self-Help for the Aging	x Legal & Advo. Services	Low Income, 50 and Over	N.R.
	Social Security Administration	x Info. & Ref.	Need	N.R.
	Society for the Prevention of Blind	x Health	None	12 wk
	Telephone Pioneers of America	x Leisure Time	Former telephone employees, 55 & over bers	1900 men
	Tenants Org. for Orderly Renewal	x Legal & Advo- cacy Services	Aged poor	N.E.



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. Lay Agencies Having Resources to Serve Persons 60 and Over	3. Private	4. Type of Services or Resources	5. Eligibility Requirements (if any)	6. Number of Persons Aged 50 or Over Presumably in Need of Service
City and County of San Francisco	Travelers Aid Soc of S.F.	x	Info. & Referral	All Ages	N.R.
	Tuberculosis Assn	x	Health	N.R.	N.R.
	United Bay Area Crusade	x	Info. & Ref.	N.R.	N.R.
	U.C. Adult Educ. Center	x	Leisure Time	N.R.	N.R.
	Veterans Admin	x	Info. & Ref.	Veterans	N.R.
	Visiting Nurse Asso.		Health & In	Need of help	216
	Volunteer Bureau	x	Leisure Time	None	N.R.
	Volunteer Action Welfare Rights Org.	x	Legal & Advocacy Services	Disable, needy	N.R.
	Western Instit. of Human Resources	x	Health	Alcoholic	200
	Verba Buena Senior Center	x	Leisure Time	Over 60	120
	Catholic Social Serv.	x	Info. & Ref.	In need	25

## TABLE 4-D: DRY OF RECREATION IN THE PLANNING AND SERVICE AREA

1. County and of Major Incorporated City Planning and Service Area	2. Land Available for Use Recreation in City or Percent 60 and Over	3. Type of Service or Services	4. Existing Requirements (if any)	5. Number of Persons April 1960, Daily Peak (7000) and Percent
City and County of San Francisco		Health	In Need	N.R.
District Health Center #1	x	Health	Out Patient of Gen Hosp.	100 w/
Geriatic Ser- vices S.F. Gen Hosp	x	Health	Need	N.R.
Geriatic Ser. x	x	Health	Need	15 w/
Latin Am. Natl Sen. Cit. Assoc.	x	Leisure Time	None	15 w/
Mission Mental Health Center	x	Health	Need	15 w/
Mission Neighbor- hood Center, Ind.	x	Leisure Time	Age 55 and over	175 w/
Mission Neighbor- hood Center, Ind.	x	Leisure Time	Age 55 and over	175 w/
Mission Neighbor- hood Health Center	x	Health	Residence in Mission,	100 w/
Mission Senior Citizens Center, Inc.	x	Leisure Time	N.R.	100 w/
Salvation Army Citadel Corps	x	Info. & Ref.	Needy	200 w/
Salvation Army Mission	x	Info. & Ref.	Needy	N.R.

## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1 County and a Major Jurisdiction within Planning and Service Area	2 List Agencies Having Resources to Serve Persons 60 and Over	3a x	3b x	3 Type of Services of this source	4 Eligibility Requirements (if any)	5 Number of Persons Served (60 or Over) Presently Being Served
City and County of San Francisco	Calif. College of Pod. Med.	x	x	Health	None	25 day
	Catholic Soc. Services	x	x	Info & Ref.	Need	100 wk 20-2
	District Health x Center #2 (S.F.)			Health	None	N.R.
	Garden Rehab. Ctr.	x	x	Health	In Need	25 wk
	Holy Order of Man	x	x	Food Services	None	300 wk
	Jewish Family Service Agency	x	x	Info & Ref.	Age 60 and up	160 wk
	Kimochi, Inc.	x	x	Leisure Time	None	125 wk
	Mt. Zion Out- patient Clinic	x	x	Health	None	N.R.
	Ralph Davics Med. Center	x	x	Health	None	N.A.
	Raphael House	x	x	Food Services	Women only	56 wk
	Services for Seniors	x	x	Food Services	Age 60 and up	1600 mo

Agency or Program	Holy Order of Nun	x	Food Services	None	300 wk
Jewish Family Service Agency		x	Info. & Refer.	Age 60 & up	160 mo.
Kimochi, Inc.		x	Leisure Time	None	125 wk.
Mt. Zion Out- patient Clinic		x	Health	None	N.R.
Ralph Davies Med. Center		x	Health	None	N.R.
Raphael House Services for Seniors		x	Food Services	Women Only	56 wk.
		x	Food Services	Age 60 and up	1600 mo.
Third Baptist Senior Center		x	Leisure Time	Age 55 and up	100 wk
Western Addition Sen. Cit. Ser. Ctr.		x	Food Services and Leisure Time	Age 55 and up	100 wk.
Westside Com. Mental Health Ctr.		x	Health	Alcoholics & related prob.	N.R.
Westside Crisis Clinic		x	Health	Live in Health District	N.R.
No. Calif. Presbyterian Homes		x	Housing	Age 62 & Up	N.R.
Jewish Family Service Util Wkshp		x	Employment	Ref. by J.F.S.	30 wk
Life-Line Mission		x	Food Services	None	400 wk
Madonna Res. for Ladies		x	Housing	Age 60 to 70 female	100 wk
Meals on Wheels		x	Food Services	None	66 wk

City and County of San Francisco	x	Health	Ages 21 & over	50 wk
Northeast Regional Health Serv. Inc	x	Health	Ages 21 & over	50 wk
On Lok Senior Health Services	x	Health	Ages 60 & 90, in need	80 wk
Salvation Army Harbor Lights Center	x	Food Services	In Need	N.R.
S. F. Gospel Mission	x	Food Services	In Need	70 wk
S.F. Senior Cntr	x	Leisure Time	Age 60 & Over	1500 wk
Self-Help for the Elderly	x	Info. & Ref.	Age 60 & Over	600 wk
Langley Porter Crisis Intervention	x	Health	In Need	N.R.
Dist. Health Cntr #5	x	Health	All Ages	100 wk
Dist. V Geriatric Services (Com. Hlth)	x	Info. & Ref.	Age 60 & Over	45 wk
Golden Gate Park Senior Center	x	Leisure Time	Age 55 & Over	N.R.
Holy Names Sen. Parishioners Club	x	Leisure Time	None	50 wk
Ingleside Sen. Center	x	Leisure Time	Age 55 & over	50 wk
Laguna Honda Hospital	x	Health	All Ages	N.R.
Langley Porter Hosp.	x	Health	All Ages	N.R.
Presby Sr Center Liberal park	x	Leisure Time	Age 55 & over	25 wk

Older Adult Day Care Center (Mental Health District #5)	x	Leisure Time	Mental Health	15
Montefiore Sen. Cntr (Brotherhood Way)	x	Leisure Time	Age 60 & Over	45 wk
Montefiore Sen. Center (Presidio)	x	Leisure Time	Age 60 & Over	45 wk
Geriatric Serv. S.F. Comm. Mental Health Services District #5	x	Info. & Ref.	Age 60 & Over	45 wk
Psychiatric Day Center	x	Health	Mental Patient	45 wk
Recreation Ctr for Handicapped	x	Leisure Time	Handicapped - all ages	45 wk
St. Cecilia's Senior Center	x	Leisure Time	Women over 50	45 wk
San Francisco Public Health Center #5	x	Health	None	20
7th Ave. Presby Senior Center	x	Leisure Time	Over 60	50
Sunset Recre. Cntr Senior Club	x	Leisure Time	Age 55 & Over	45 wk
Temple Baptist Senior Center	x	Ldsure Time	Age 60 & Over	40 wk
Ulloa Senior Citizens Group	x	Leisure Time	Age 50 & Over	62 wk
West Sunset Rec. Center	x	Leisure Time	Age 55 & Over	35 wk

PLANNING AND SERVICE AREA #6 City and County of San Francisco

EXHIBIT E-1

Page 1 of 2

## SUMMARY LISTING OF PROGRAM OBJECTIVES

Objective #1 To establish in San Francisco a method for coordinating planning efforts in the City and County of San Francisco which will also provide for coordinating, expanding increasing service programs and activities for older San Franciscans by means conforming to the regulations of the Older Americans Act and the California State Plan on Aging.

Objective #2 To establish in the City and County of San Francisco a method to collect, retrieve, classify and disseminate regularly information about the needs and problems of older San Franciscans. This will include information on both current and planned services, particularly the progress of Titles III and VII programs.

Objective #3 To establish a Citizens' Advisory Council to the San Francisco Area Agency on Aging representative of older citizen consumers and providers of services whose structure, function and governance shall be self-governing, focused on problem solving, and able to recommend priorities and solutions of problems to the San Francisco Area Agency on Aging.

Objective #4 To continue and increase coordinating activities already begun by the San Francisco Area Agency on Aging, and to continue collating information on existing resources and to develop a method for pooling such resources.

Objective #5 To develop, in cooperation with public and private service agencies, a county information and referral system and to monitor and evaluate its usefulness to all older San Franciscans.

Objective #6 To conclude a working agreement between the Area Agency and the District Offices of the Social Security Administration in San Francisco to improve information and referral services of both the SSA and the area agency.

Objective #7 To continue efforts already begun and used in cooperation with the San Francisco Municipal Railway system for special purposes of older San Franciscans (pooled resource) and to increase, improve and coordinate other transportation resources available to elderly San Franciscans, some of which include escort services.

GENERAL LISTING OF PROGRAM OBJECTIVES (Cont.)

- Objective #8 To continue the demonstration begun by California Commission on Aging, January 1, 1973, that an institution providing resident care and services to the elderly can extend its facilities and services to provide day care to older citizens living at home.
- Objective #9 To continue funding the transportation linkage needed for direct services at a major health care center, serving principally a poor minority clientele when direct funding from the California Office on Aging ends on September 30, 1974.
- Objective #10 To search out by means of visiting indigenous seniors, older citizens in need of services and ensuring that proper information is given and referrals made.



EXPLANATION OF PROGRAM OBJECTIVES

Complete One Set for  
Each Objective

Statement of Objective #1. To establish in San Francisco a method for coordinating planning efforts in the City and County of San Francisco which will also provide for coordinating, expanding increasing service programs and activities for older San Franciscans by means conforming to the regulations of the Older Americans Act and the California State Plan on Aging.

Rationale for Selecting Objective: San Francisco has a multiplicity of services and activities geared to the needs of older people. However, coordination of these services and activities has not been achieved among providers to the extent necessary for maximizing resources and avoiding unnecessary duplication and fragmentation. Failure to achieve optimal levels of coordination results in lack of sufficient knowledge of existing gaps and overlaps (although the latter may not always be undesirable). San Francisco agencies serving the elderly, both government and private, have long been united in a desire to overcome this problem but have lacked the necessary means to solve it. The coming into being of an area agency will make possible achieving this long desired goal of comprehensive coordination as well as coherent planning.

Expected Impact of Objective: Attainment of this objective will provide San Francisco with a coordinating body having primary responsibility for planning and coordinating the delivery of services for the city's elderly. The precise extent to which this will help the 140,550 total elderly population, the 22,550 estimated to be below the poverty level, and the 31,496 estimated to be elderly minorities (obviously the latter two groups overlap) will emerge as evaluation mechanisms become more sophisticated (objective measurements) and feedback from the consumers begins to build up (subjective measurements). The SPAAA, through its regular public hearings, its standing committees, and its projected broad-based Citizen's Advisory Council, will provide ongoing input. Evaluation and monitoring of services and programs are expected to provide objective parameters.

Agencies Involved: All area agencies serving the elderly, both governmental and voluntary, the Board of Supervisors, and the Mayor.

Geographic Area Affected: County-wide.

Planning and Service Area #6 City and County of San Francisco

Statement of Objective #2. To establish in the City and County of San Francisco a method to collect, retrieve, classify and disseminate regularly information about the needs and problems of older San Franciscans. This will include information on both current and planned services, particularly the progress of Titles III and VII programs.

Rationale for Selecting Objective: Without an information management system which enables the area agency to both receive and disseminate information, none of its mandated functions can be carried out with optimal efficiency. A good information management system requires two elements: information for consumers and information for providers. The output of both objectives depends on adequate and as nearly complete as possible input. Since, social, economic, and demographic factors are subject to constant change, a means of continuous update must be built into an efficient information and referral system to enable the SFAAA to keep abreast of the existing situation and predicted changes. At present, no such centralized system exists. It is estimated that a system with authorized access and easy retrievability must be phased in gradually as each component is evaluated and tested.

Expected Impact of Objective: The exact number of people receiving information can never be precisely stated. The SFAAA already releases public information to the media, a mailing list which includes senior citizen groups and private governmental agencies delivering services to seniors in a city whose senior population has been estimated by the Census Bureau as 140,550. Our claims for the number of this population we can reach must remain modest. However, we will, within six months, be able to supply figures on categories of people and services.

Agencies Involved: All area agencies serving the elderly, both governmental and voluntary, the Board of Supervisors, and the Mayor.

Geographic Area Affected: County-wide.

Planning and Service Area #6 City and County of San Francisco

Statement of Objective#3. To establish a Citizen's Advisory Council to the San Francisco Area Agency on Aging representative of older citizen consumers and providers of services whose structure, function and governance shall be self-governing, focused on problem solving, and able to recommend priorities and solutions of problems to the San Francisco Area Agency on Aging.

Rationale for Selecting Objective: It is the intent of this objective to develop good communications channels among; consumers, providers, and the SFAAA. Past experience in planning has shown that unless those consumers and providers are involved in all phases of the planning process, planning tends to become abstract and divorced from reality. The SFAAA will assist the advisory council in developing its structure, function, and governance, but feels that its usefulness as an advisory body will be greatest if it is allowed to remain free of interference. It is expected that after its organizational phase (3-6 months), it will devise mechanisms for delegate representation to some form of executive committee and that it will also develop a committee structure for the purpose of identifying priorities of need, focus on problem-solving mechanisms. The CAC will meet the criteria of state and federal guidelines.

Expected Impact of Objective: It will potentially benefit all elderly in San Francisco in so far as it represents as diverse points of views of both providers and consumers as actually exists in the City and County of San Francisco.

Agencies Involved: All area agencies serving the elderly, both governmental and voluntary.

Geographic Area Affected: County-wide.

Statement of Objective #4. To continue and increase coordinating activities already begun by the San Francisco Area Agency on Aging, and to continue collating information on existing resources and to develop a method for pooling such resources.

Rationale for Selecting Objective: The San Francisco AAA has begun to collect information on existing resources supported by the City and County of San Francisco and has begun to coordinate these resources for a limited number of services such as transportation and safety. These efforts will continue and be broadened to include all city supported services for seniors (6 months) and will be extended to include private resources and combination of private and governmentally supported programs, with the ultimate objective of increasing use of existing resources as a precondition for improved coordination of such resources. This activity should also reveal gaps in classes of services which, in turn, will enable the SFAAA to update its action plan as more knowledge becomes available.

Expected Impact of Objective: It will directly and indirectly benefit all of the elderly. A good estimate of the actual number of elderly receiving services from the various agencies will be available with greater precision as the AAA information and referral system evolves. Estimated numbers brought into activities and services will also be available as the I&R system begins to work efficiently. It is expected that this will assist all providers and consumers in developing means for finding seniors in need of services who are not receiving them to be brought into the service delivery system.

Agencies Involved: During the first six months present coordination efforts between DANI and the Police Department will be increased, since these efforts pertain to Objective #7 (see Objective #7).

Geographic Area Affected: County-wide.

Planning and Service Area #6 City and County of San Francisco

Statement of Objective #5. To develop, in cooperation with public and private service agencies, a county information and referral system and to monitor and evaluate its usefulness to all older San Franciscans.

Rationale for Selecting Objective: The need for a county-wide information and referral system with easy access to authorized persons and continuously updated retrievability has been a long sought after goal in the City and County of San Francisco. Various types of I & R systems exist scattered among private and governmental agencies. Coordinating these disparate elements into a coherent system whose usefulness to the consumers and professional users can be monitored and evaluated for providing 1) easy and appropriate access to consumer services 2) accurate and easily retrieved information for professionals which is also cost effective will require planning in several phases for maximum effectiveness and continuous updating and built-in evaluation mechanisms. Computerized elements will be necessary. Close cooperation between the SFAAA and appropriate private and governmental agencies will be essential to insure that the gathering and assessment of preliminary data that will fit design of a sophisticated information and referral and retrieval system allows for feedback from both consumers and providers.

Expected Impact of Objective: It will benefit consumers and providers. A coherent and effective information and referral and retrieval system will not only expand opportunities to serve seniors but will permit better use of professional staff time and avoid lengthy and costly delays in getting the senior to the service or the service to the senior.

Agencies Involved: All agencies, both public and private, providing services to seniors.

Geographic Area Affected: County-wide

Planning and Service Area #6 City and County of San Francisco

Statement of Objective #6. To conclude a working agreement between the area agency and the district offices of the Social Security Administration in San Francisco to improve information and referral services of both the SSA and the area agency.

Rationale for Selecting Objective: It is desirable for the area agency to establish a working agreement with the district office of the Social Security Administration because of the information available to such district offices as well as the fact that the Social Security Administration has been mandated to provide information and referral services to older persons. Establishment of such working agreements between the area agencies and district offices of the Social Security Administration is consistent with national goals and objectives.

Expected Impact of Objective: It will affect all elderly in San Francisco, especially those 65 and over, and those agencies needing information from and giving information to the Social Security Administration, which is a prime resource of basic information necessary to plan services to seniors.

Agencies Involved: Social Security Administration, SF Commission on the Aging, and all other agencies serving the aged in San Francisco

Geographic Area Affected: County-wide

Planning and Service Area #6 City and County of San Francisco

Statement of Objective #7. To continue efforts already begun and used in cooperation with the San Francisco Municipal Railway system for special purposes of older San Franciscans (pooled resource) and to increase, improve and coordinate other transportation resources available to elderly San Franciscans, some of which include escort services.

Rationale for Selecting Objective: The City and County of San Francisco is one of the first municipalities in the country to grant a greatly reduced public transportation fare to seniors. In addition to the reduced fare which is now estimated at 8 million rides a year and subsidized by the City and County at approximately \$140,000, the SFAAA has been working in close cooperation with the MUNI for obtaining busses for special purposes: transportation to and from special recreation programs, community meetings, and special projects. The SFAAA has also been working with the MUNI to develop safety measures which will enable more elderly to use public transportation. This program involves at least three city departments: S.F. Commission on the Aging (AAA), Department of Public Works, and the Police Department. No one of these agencies can alone solve the problems inherent in the special transportation needs of frail and elderly people, and this objective is almost an archetypal model of what is entailed in the concept of coordination. This is but one aspect of a special transportation system for the particular and specific needs of elderly people. San Francisco has bits and pieces of private transportation for specialized purposes available to private agencies. These must not only be expanded and linked to increase their level of service and lower their unit costs, but in many instances such a coordinated, specialized transportation system can be linked up with the MUNI. Since the SFAAA provides for MUNI transportation cards for those who have lost their Medicare cards and for those not eligible for Medicare, it will require relatively minor adjustments in present record keeping to develop the information needed for planning purposes.

Expected Impact of Objective: It will benefit all of the elderly who need public and special transportation and will benefit agencies who can pool their transportation resources.

Agencies Involved: All the agencies serving the elderly who need to transport clients or arrange for their transportation, MUNI.

Geographic Area Affected: County-wide.



Planning and Service Area 46 City and County of San Francisco

Statement of Objective 18. To continue the demonstration begun by California Commission on Aging, January 1, 1973, that an institution providing resident care and services to the elderly can extend its facilities and services to provide day care to older citizens living at home.

Rationale for Selecting Objective: This objective was selected because such a demonstration has been in process for one year, the results of which so far provide favorable evidence. However, additional time is required to establish the validity of the conclusion and its applicability to non-ambulatory recipients. Further, this program speaks directly to the purposes of the Older Americans Act of 1965 as amended.

Expected Impact of Objective: The objective will have an immediate impact upon the lives of 70 or more elderly persons, 50 or more of whom are expected to be low income persons in the following ways

- 1) Ability to continue to reside in non-institutional residences of own choice;
- 2) Reduction of the degree of their isolation and increase in socialization;
- 3) Reduction of tensions of families caring for these elderly
- 4) Facilitation of more adequate, comprehensive, and coordinated health care;
- 5) Improvement in meeting nutritional requirements;
- 6) Development of new interests and skills;
- 7) Development of self confidence and the ability to handle their own problems.

Agencies Involved: Jewish Home for the Aged and all agencies used by it for information and referral.

Geographic Area Affected: County-wide.





SECTION F: PLAN FOR AREA AGENCY ACTIVITIES

(The area agency understands that all the activities proposed in this Section must be carried out in close conformance with the provisions prescribed in Section B of this Plan)

## ACTION PLAN FOR PLANNING

8 mos.

☐ for first 60 days☒ for the first year of the plan

Set forth the plan developed by the Area Agency for carrying out an on-going process of planning, including the methods by which the area agency intends to: (a) establish and re-define objectives and priorities; (b) develop action programs to achieve the objectives; and (c) conduct on-going data gathering and analysis activities related to the needs of the elderly and the resources available to meet such needs. In addition, set forth the steps proposed to improve the operation's efficiency, increase the capacity, and integrate, to the extent feasible, the components of the service delivery system in the planning and service area.

## The SFAAA will:

1. Establish a planning cycle for San Francisco and its natural geographic and ethnic areas to enable the agency to receive pertinent information in setting modifying and changing priorities in response to changing local needs (3 to 6 mos)
2. Develop and put into operation an internal management system with links with both the various communities in San Francisco and governmental and voluntary agencies with which the AAA must coordinate its activities (1 year)
3. Create local neighborhood technical assistance panels composed of agency personnel and individual experts in the field of aging to work with subgroups of the Citizens Advisory Council in updating priorities in problem solving activities leading to programs desired by the community (3 to 6 mos)
4. Develop a method for continuous verification of programs needed by various groups of the elderly and specific problems encountered by individual older citizens, continuous updating of demographic factors: numbers of elderly, geographic distribution, biostatistics, social, economic, employment, and housing information, etc., continuous updating of available resources (6 mo to design the method, and ongoing)
5. Based on data analysis, periodically upgrade and estimate resource needs as well as make necessary modifications in priorities and goals (6 mo and ongoing)
6. Expand existing programs where necessary and develop new programs to meet objectives (ongoing)
7. Develop and publicize criteria for reviewing program proposals from community agencies and organizations which provide for direct services to the elderly (3 mo)
8. Provide consultation and technical assistance to agencies requesting such assistance directly from the AAA where possible or find appropriate technical assistance (ongoing)
9. Review and recommend to the SFCOA funding of programs (1 mo)
10. Where necessary and appropriate in implementing AAA policy, make recommendation to the Board of Supervisors and the Mayor (ongoing)
11. Provide technical assistance and training for the CAC and its committees (ongoing)
12. Design and put into effect an evaluation plan which meets the

Set forth the plan developed by the Area Agency for carrying out an on-going process of planning, including the methods by which the area agency intends to: (a) establish and re-define objectives and priorities; (b) develop action programs to achieve the objectives; and (c) conduct on-going data gathering and analysis activities related to the needs of the elderly and the resources available to meet such needs. In addition, set forth the steps proposed to improve the operation efficiency, increase the capacity, and integrate, to the extent feasible, the components of the service delivery system in the planning and service area.

(cont. from previous page)

12. criteria and requirements of the California Office on Aging (ongoing).
13. Design and conduct ongoing monitoring and assessment of planning and service programs (6 mo for design, ongoing assessment and monitoring).
14. Consult with the City Auditor for establishment of methods and procedures for financial audit of funded direct service programs (ongoing).
15. Meet with agencies to whom contracts have been awarded to explain evaluation procedures and requirements (as contracts are awarded)
16. Make regular on-site visits to program sites as often as may be necessary to assist individual agencies whose resources and level of internal management expertise may differ (ongoing).

#### ACTION PLAN FOR COORDINATING THE DELIVERY OF EXISTING SERVICES

☐ for the first 90 days8 mos.  
☒ for the first year of the plan

Set forth the plan developed by the Area Agency for providing for coordinating the delivery of existing services affecting the elderly. Include the agency(ies) to be involved, whether the Area Agency or another agency will have lead responsibility for such activity(ies), and the geographic area within the planning and service area to be affected.

#### ADDENDUM

The action plan for coordinating the delivery of existing services will be carried out by the professional staff, in conformity with the objectives described in previous sections, under the direction of the Executive Director. Since we have described in some detail the objectives of our planned information and referral system, transportation system, and outreach and escort services, and since we already plan to have several gap-filling services in place almost immediately, it is our intention to amend the action plan to reflect community input and the working agreements between the SFAAA and the city departments which have agreed to coordinate their services and resources in an effort to build integrated information and referral and transportation systems. It would be premature to go beyond the detail already provided in Section E which explains the program objectives until professional staff have begun the work of planned development and implementation which clearly will be on a much larger scope than the already considerable activities of the SFOCA. It is therefore our intention to amend the action plan for coordinating the delivery of existing services.

## ACTION PLAN FOR GAP-FILLING SERVICES

☐ for the first 90 days☒ for the first <sup>8 mo</sup> year of the plan

(Discuss each service proposed separately)

Set forth the plan developed for implementation of gap-filling services. Identify such service(s) proposed, the agency with lead responsibility for such service(s), the number of older persons to be affected, with emphasis on low income and minority older persons, and the geographic area within the planning and service area to be affected. The plan should identify the need for the service proposed, and the relationship of this service to existing services in the area (if applicable).

It is the intention of the SFAAA to effect an orderly transition from the period when the Area Planning Agency on Aging had been designated. The purpose is to achieve community participation and acceptance of the Action Plan for all support and gap-filling services with a minimum of dislocation and dissonance. For this reason, the SFAAA intends to continue the pilot project to demonstrate that comprehensive day-care outreach can be provided in an institutional setting and can be a successful alternative to institutional care. Since this project has already been approved by the Office on Aging and funded by the previous SFAAA, it will be continued. It should be noted that services provided in this program include outreach, information and referral, counseling, transportation, and two meals a day, as well as other services and activities, and our surveys indicate that it is unique in Northern California.

The SFAAA also plans to continue funding for the last three months of 1974 the On Loc program, which is presently being funded by the California Office on Aging. The SFAAA has reviewed the evaluation of this program and the University of the Pacific Dental Program for Seniors and concurs with the consultant's opinion of both these excellent programs. It is probable that a linkage component of the University of the Pacific program will be funded by the AAA during this fiscal year. It is also likely that several other linkage components of community programs can be in place during this fiscal year. We view all of these programs as components of what will eventually be an integrated comprehensive service delivery system for seniors. From the reports already received by the SFAAA, it is apparent that transportation and information and referral are universally top priorities.

There is a new problem which has not been addressed specifically as such because it falls outside categorical priorities such as transportation, outreach, and information and referral. We refer to the problem of individual crises which must be dealt with immediately and which fall between the cracks of established on-going programs. That is to say, an old person suddenly experiences trouble which is disrupting to the life pattern and which is a crisis for the individual. If the immediate problem cannot be solved, the negative effect on efforts to assist elderly citizens with their own difficulties, we have found that a

# ACTION PLAN FOR POOLING OF AVAILABLE BUT UNTAPPED RESOURCES

☐ for the first 90 days

8 mo  
☒ for the first year of the plan

Set forth the plan developed by the Area Agency for the pooling of available but untapped resources. Include the agency(ies) to be involved, whether the area agency or another agency will have lead responsibility for such activities, and the geographic area within the planning and service area which will be affected. The plan should give special emphasis to: (a) the Adult Social Services and Medical Services Programs under the Social Security Act; (b) programs under Titles VI and VII of the Older Americans Act; (c) General Revenue Sharing funds; and (d) the information and referral services available in the District Offices of the Social Security Administration.

The SFCC has been heavily involved in utilizing resources of other city agencies, such as the Health Department, Department of Social Services, the Police Department, and the San Francisco Municipal Railway System (MUNI), which in the short life of the Commission has been truly extraordinary. This is no longer an action plan but an ongoing activity, and we intend to report fully on these activities to the California Office on Aging. However, if the COA requires any formally written amended part of this plan, it will be supplied.

## SECTION 9. PLAN FOR THE DELIVERY OF SERVICES

(The area agency understands that all the activities proposed in this Section must be carried out in close conformance with the provisions prescribed in Section 8 of this plan.)

SUMMARY LISTING OF PRIORITIES AND  
OBJECTIVES IN AMENDED AREA AGENCY PLAN

DOCUMENTS

NOV 18 1974

SAN FRANCISCO  
PUBLIC LIBRARY

PRIORITY 1

TO DEVELOP AND MAKE ACCESSIBLE A COMPREHENSIVE AND INTEGRATED INFORMATION AND REFERRAL NETWORK OF COMMUNITY SERVICES NEEDED BY SENIORS AND TO EVALUATE HOW WELL THESE SERVICES FUNCTION IN MEETING SUCH NEEDS.

Objective 1

To establish in San Francisco a method for coordinating planning efforts in the City and County of San Francisco which will also provide for coordinating, expanding increasing service programs and activities for older San Franciscans by means conforming to the regulations of the Older Americans Act and the California State Plan on Aging.

Objective 2

To establish in the City and County of San Francisco a method to collect, retrieve, classify and disseminate regularly information about the needs and problems of older San Franciscans. This will include information on both current and planned services, particularly the progress of Titles III and VII programs. This system shall be developed in cooperation with public and private service agencies and will be monitored and evaluated for its usefulness to older San Franciscans.

Objective 3

To search out by means of visiting indigenous seniors, older citizens in need of services and ensuring that proper information is given and referrals made.

PRIORITY 2

TO DEVELOP NEW SERVICES NOT PRESENTLY AVAILABLE BUT NEEDED BY SENIORS, EXPAND EXISTING SERVICES TO REACH MORE OF THE ELDERLY PEOPLE WHO NEED THEM, AND TO ASSIST PROVIDER AGENCIES TO PLAN, DEVELOP, COORDINATE, AND EVALUATE SUCH SERVICES, ESPECIALLY THOSE WHICH FILL A GAP OR WHICH LINK OTHER SERVICES. EFFORTS WILL BE MADE BY THE SAN FRANCISCO AREA AGENCY ON AGING TO SECURE ADDITIONAL FUNDS, FACILITIES, AND RESOURCES, TO EXPAND ITS ABILITY TO CREATE SERVICES THAT ARE NEEDED BY SENIORS.

Objective 1

To continue and increase coordinating activities already begun by the San Francisco Area Agency on Aging, and to continue collecting information on existing resources and to develop a method for pooling such resources.

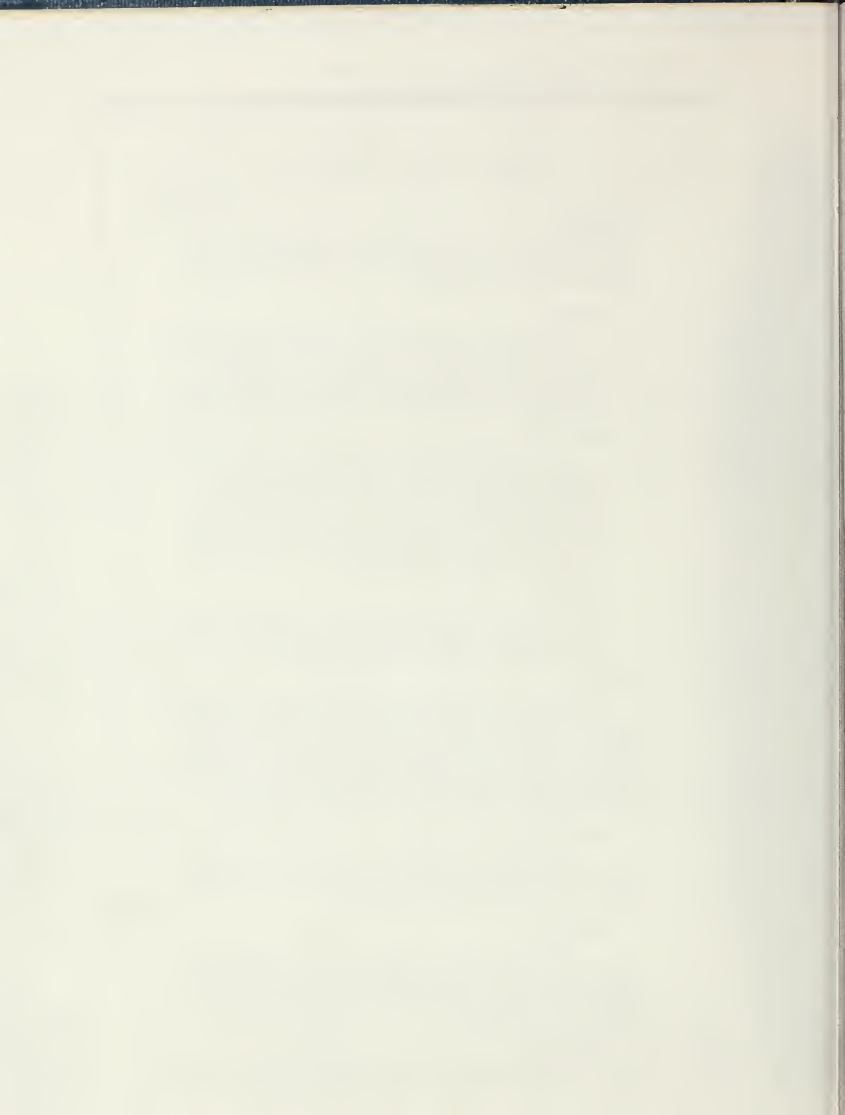
Objective 2

To continue efforts already begun and used in cooperation with the San Francisco Municipal Railway system for special purposes of older San Franciscans (pooled resource) and to increase, improve and coordinate other transportation resources available to elderly San Franciscans, some of which include escort services.

Objective 3

To establish multipurpose centers which shall provide a variety of needed services to senior San Franciscans.







PRIORITY 2 (CONT.)Objective 7

To establish an emergency fund for seniors who require assistance with a host of problems. Such a fund is presently not available in San Francisco.

PRIORITY 3

TO PROVIDE TECHNICAL ASSISTANCE TO SAN FRANCISCO AGENCIES DELIVERING DIRECT SERVICES TO ELDERLY SAN FRANCISCANS SO THAT THEY MAY INCREASE THEIR EFFECTIVENESS, BROADEN THEIR RANGE OF SERVICES AND REACH MORE SENIORS WHO NEED SUCH SERVICES WITH PROGRAMS SUCH AS HEALTH, RECREATION, TRANSPORTATION, ESCORT, EDUCATION SERVICES, EMPLOYMENT OPPORTUNITIES AND VOLUNTEER PROGRAMS. HE WILL STUDY TWO ALTERNATIVE TRANSPORTATION RESOURCES AND NEGOTIATE FORMAL AGREEMENTS WITH APPROPRIATE LOCAL AGENCIES.

Objective 8

To conclude a working agreement between the Area Agency and the District Offices of the Social Security Administration in San Francisco to improve information and referral services of both the SSA and the Area Agency.

Objective 9

To develop services designed to keep the elderly self-sufficient and independent in their own homes for as long as possible.

PRIORITY 4

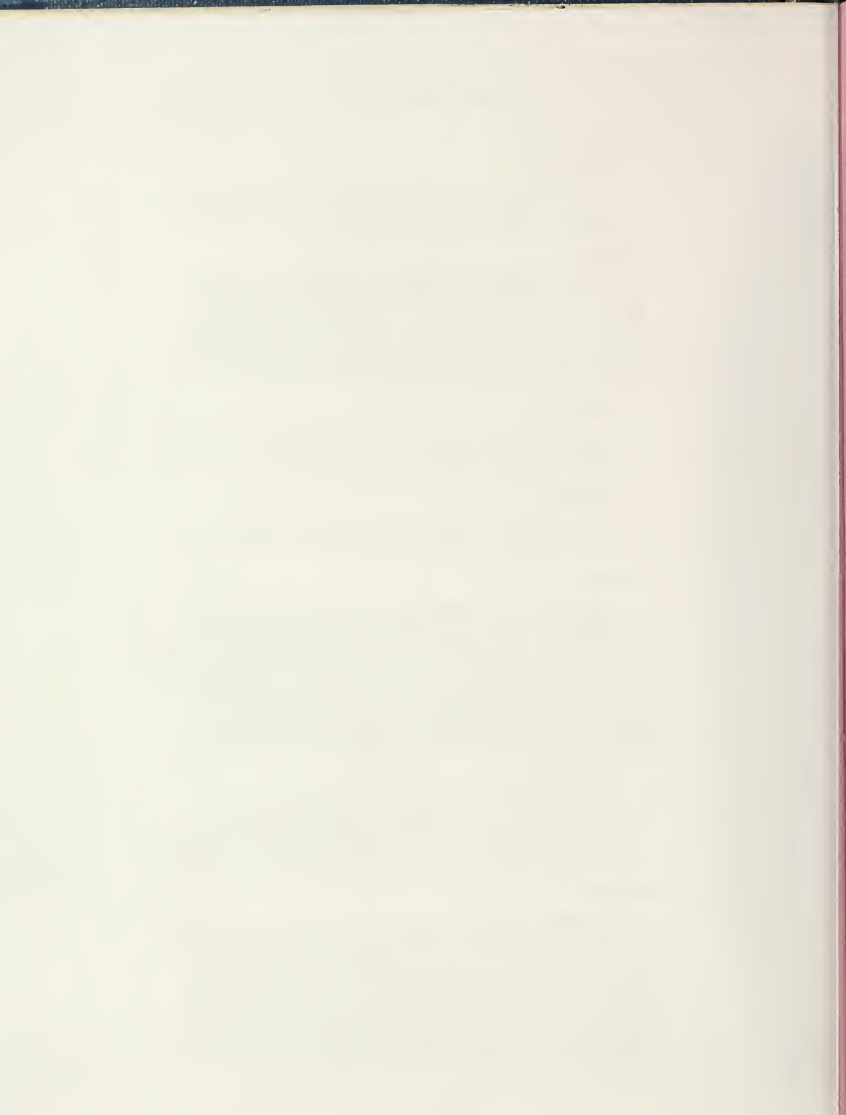
TO CONTINUE THE DEVELOPMENT OF AN ADVISORY COUNCIL TO THE AREA AGENCY WHICH SHALL HAVE REPRESENTATIVES OF PROGRAM PARTICIPANTS AND THE GENERAL PUBLIC, INCLUDING LOW INCOME AND OLDER MINORITY PERSONS AT LEAST IN PROPORTION TO THE NUMBER OF MINORITY OLDER PERSONS IN SAN FRANCISCO. THE COUNCIL WILL CONSIST OF 50% ACTUAL CONSUMERS OF SERVICES AND SHALL HAVE ON IT REPRESENTATION FROM SAN FRANCISCO TITLE VII NUTRITION PROJECTS. THE COUNCIL SHALL MEET AT LEAST BI-MONTHLY AND WILL BE SELF-GOVERNING. THE FUNCTION OF THE ADVISORY COUNCIL SHALL BE TO ADVISE THE AREA AGENCY ON ALL MATTERS CONCERNING THE DEVELOPMENT AND ADMINISTRATION OF THE AREA PLAN AND THE OPERATIONS OF THE AREA AGENCY.

Objective 10

To establish a Citizens' Advisory Council to the San Francisco Area Agency on Aging representative of older citizen consumers and providers of services whose structure, function and governance shall be self-governing, focused on problem solving, and able to recommend priorities and solutions of problems to the San Francisco Area Agency on Aging.

PRIORITY 5

TO ENSURE THAT THESE PRIORITIES, THE ACTION PLAN FOR PLANNING OF THE AAA, THE OBJECTIVES IN THE AREA PLAN OF THE AAA, THE EVALUATION CRITERIA APPROVED BY THE SAN FRANCISCO COMMISSION ON THE AGING, THE OBJECTIVES OF THE STATE OFFICE ON AGING, THE CHARGE TO THE COMMISSION UNDER THE CITY OF SAN FRANCISCO ORDINANCE WHICH GOVERNS IT, AND THE RESPONSIBILITIES OF THE AAA UNDER THE OLDER AMERICANS ACT OF 1965 AS AMENDED ALL REMAIN COMPATIBLE OR BECOME EFFECTIVELY RECONCILED, SO THAT NO CONFLICT NOR DISCREPANCY AMONG THESE VARIOUS PLANS AND CONSTRAINTS SHALL ARISE WHICH MAY HINDER OR PREVENT THE FAIR APPORTIONMENT OF AVAILABLE FUNDS, COORDINATION AND DELIVERY OF DIRECT SERVICES TO THE SENIOR CITIZENS OF SAN FRANCISCO WHO NEED THEM.







**Area Plan  
for  
Programs on Aging  
*Under Title III of  
The Older Americans Act of 1965,  
As Amended***

**FOR THE**

---

**AREA 6 - San Francisco  
(PLANNING AND SERVICE AREA)**

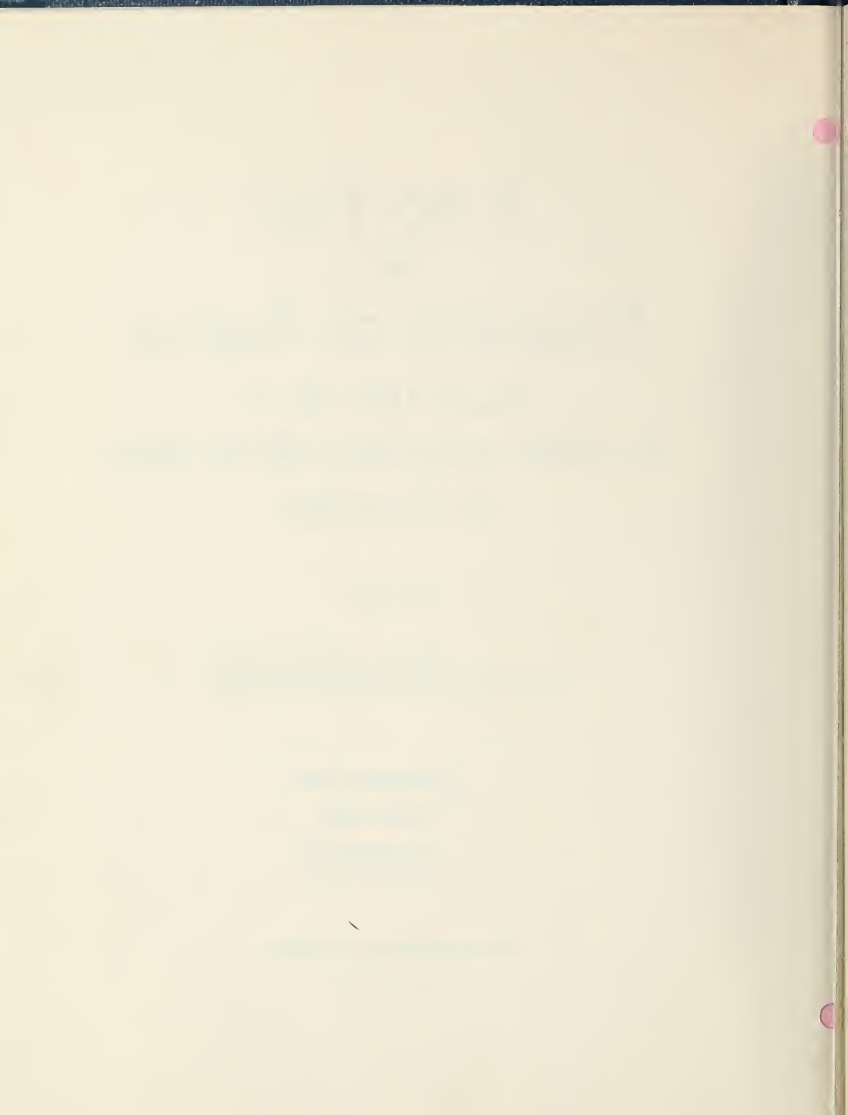
**DOCUMENTS DEPT.**

**FEB 26 1980**

**SAN FRANCISCO  
PUBLIC LIBRARY**

**Administration on Aging**

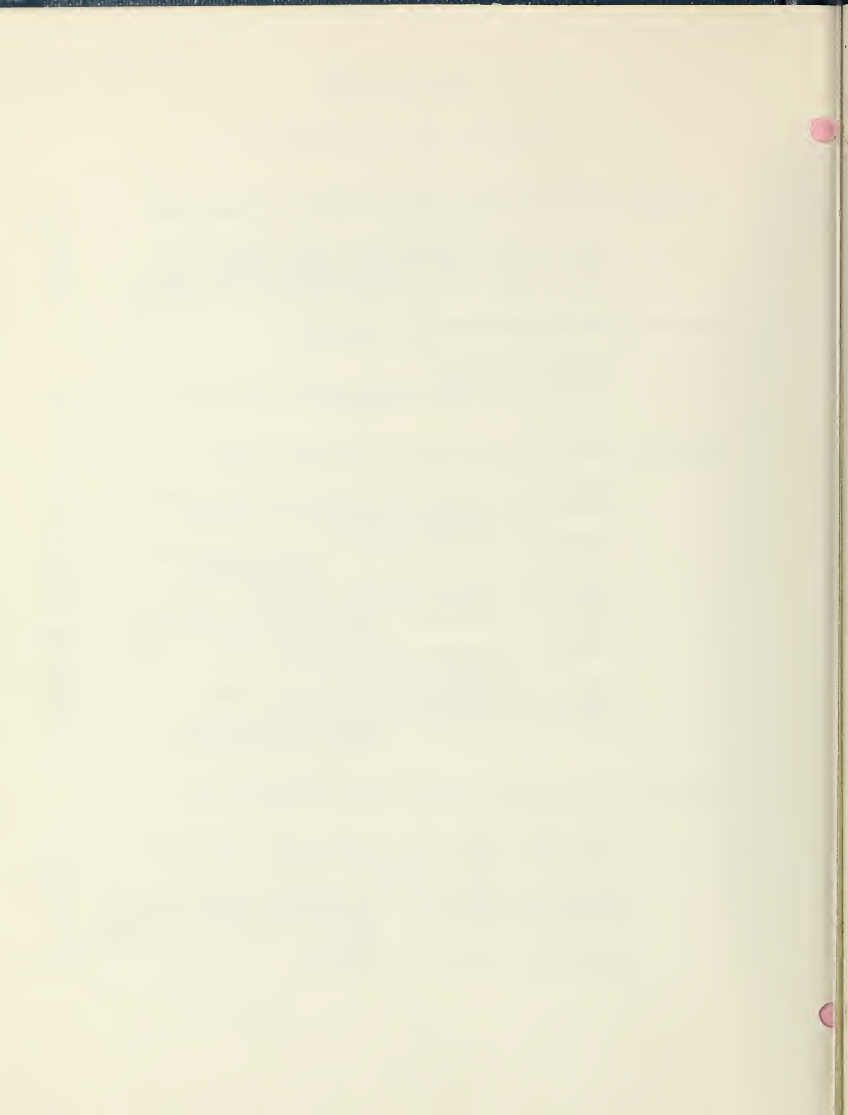
**January 1975**



# AREA PLAN FORMAT

## TABLE OF CONTENTS

<b>SECTION A: APPLICATION FORM AND SUMMARY BUDGET FOR AREA PLAN</b>	<b>PAGE</b>
Exhibit A-1: Application for Support Form	4
Exhibit A-2.0: Total Summary Budget for Area Plan	5
Exhibit A-2.1: Part 1 Summary Budget for Area Plan	6
Exhibit A-2.2: Part 2 Summary Budget for Area Plan	7
<b>SECTION B: STANDARD PROVISIONS AND ASSURANCES</b>	
Area Plan Agreement	
Exhibit B-1: Direct Provision of Social Services by the Area Agency	9
<b>SECTION C: ORGANIZATION AND STAFFING OF THE AREA AGENCY</b>	
Exhibit C-1: Organizational Chart of the Area Agency	13
Exhibit C-2: Organizational Chart of the Single Organization Unit	14
Exhibit C-1 and C-2 Supplement: AAA's Major Decision Making Process	15
Exhibit C-3: Mission Statement of the Area Agency	24
Exhibit C-4: Advisory Council Membership	25
Exhibit C-4 Supplement: Advisory Council Supplementary Information	27
Exhibit C-5: Advisory Council Statement of Responsibilities	28
Exhibit C-6: Staffing Plan of the Area Agency	31
Exhibit C-7: Affirmative Action Plan	32
Exhibit C-7 Supplement: Summary of Major Steps in Affirmative Action Plan	33
<b>SECTION D: CHARACTERISTICS OF THE PLANNING AND SERVICE AREA</b>	
Exhibit D-1: Map	35
Exhibit D-2: Demographic Characteristics of Persons Aged 60 or Over	37 - 37
Exhibit D-3: Needs of Persons Aged 60 or Over	38
Exhibit D-3 Supplement A: Methodology and Criteria Used	39
Exhibit D-3 Supplement B: Estimate of Impact on Identified Need	43
Exhibit D-4: Inventory of Resources	46 - 86





SECTION E: PROGRAM OBJECTIVES

Exhibit E-1: Summary Listing of Program Objectives	88
Exhibit E-1 Supplement: Statement of Achievement	90
Exhibit E-2: Explanation of Each Program Objective	95-120
Exhibit E-2 Supplement: Major Action Steps to Achieve Objective	95-120

SECTION F: PLAN FOR AREA AGENCY ACTIVITIES

Exhibit F-1: Total Summary Budget for Area Agency Activities A, B and C	122
Exhibit F-1 Supplement A: Summary Budget for Activity A	123
Supplement B: Summary Budget for Activity B	124
Supplement C: Summary Budget for Activity C	125
Exhibit F-2: Action Plan for Planning	126
Exhibit F-2 Supplement: Summary of Major Steps in Action Plan For Planning	128
Exhibit F-3: Action Plan for Coordinating the Delivery of Existing Services	130
Exhibit F-3 Supplement: Summary of Major Steps in Action Plan for Coordinating	131
Exhibit F-4: Action Plan for Pooling of Available but Untapped Resources	136
Exhibit F-4 Supplement A: Summary of Major Steps in Action Plan for Pooling	138
Supplement B: Statement of Efforts Make To Attract Financial Resources	N.A. *

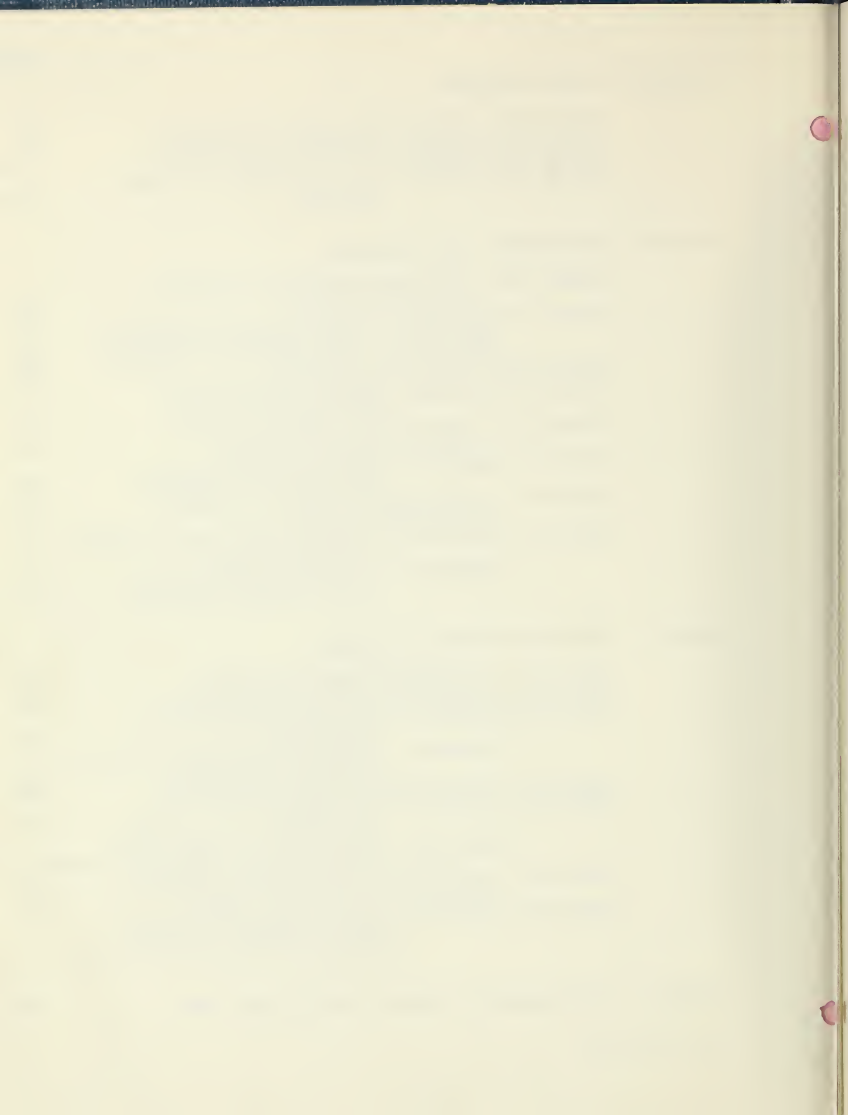
SECTION G: PLAN FOR THE DELIVERY OF SERVICES

Exhibit G-1: Total Summary Budget for Services	140
Exhibit G-2: Action Plan for Supporting Services	141
Exhibit G-2 Supplement A: Supportive Services Program Information	142
Supplement B: Summary of Major Steps in Action for Supporting Services	143
Exhibit G-3: Action Plan for Gap-Filling Services	146
Exhibit G-3 Supplement A: Gap-Filling Services Program Information	147
Supplement B: Summary of Major Action Steps in Action Plan for Gap-Filling Services	148
Exhibit G-4: Action Plan for the Inclusion of Minority Individuals in Grants and Contracts	149
Exhibit G-4 Supplement: Summary of Major Steps in Action Plan for Inclusion of Minority Individuals in Grants and Contracts	151

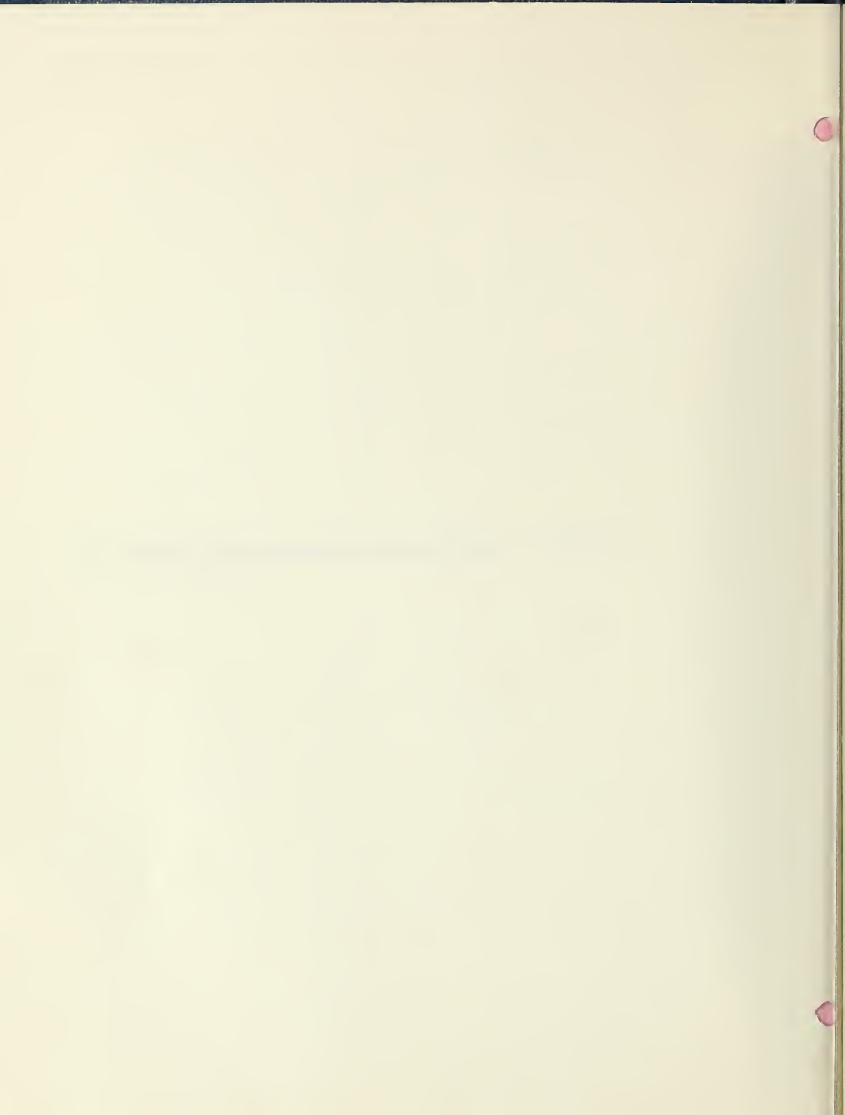
APPENDIX A: MASTER SCHEDULE OF ACTION PLANS AND ACTION STEPS

152

\* Not Applicable



**SECTION A: APPLICATION FORM AND SUMMARY BUDGET FOR AREA PLAN**



**APPLICATION FOR SUPPORT FOR  
TITLE III AREA PLAN ON AGING UNDER  
THE OLDER AMERICANS ACT OF 1965, AS AMENDED**

(For State Agency Use Only)

**1. Planning and Service Area**

Area #6 - City and County of San Francisco

**2. Name and Address of Area Agency on Aging:**

San Francisco Commission on the Aging  
City Hall, Room 164  
San Francisco, Ca. 94102

**5. Name and Address of Single Organizational Unit  
(If different from Item 2):**

Same

**Area Code:**

415

**Telephone No.:**

558-2126

**Area Code:**

Same

**Telephone No.:**

Same

**3. Name, Title and Address of Director of Area Agency  
on Aging:**

W. Patrick Magee  
Executive Director  
San Francisco Commission on the Aging  
City Hall, Room 164  
San Francisco, Ca. 94102

**6. Name, Title and Address of Director of Single Organiza-  
tional Unit (If different from Item 3):**

Same

**Area Code:**

415

**Telephone No.:**

558-2126

**Area Code:**

Same

**Telephone No.:**

Same

**4. Name, Title and Address of Official Authorized to Sign  
for the Area Agency on Aging:**

George W. Ong  
Chairman, San Francisco Commission on  
the Aging  
City Hall, Room 164  
San Francisco, Ca. 94102

**7. Name, Title and Address of Payee (Specify to  
whom checks should be sent):**

The Treasurer  
City and County of San Francisco  
City Hall, Room 109  
San Francisco, Ca. 94102

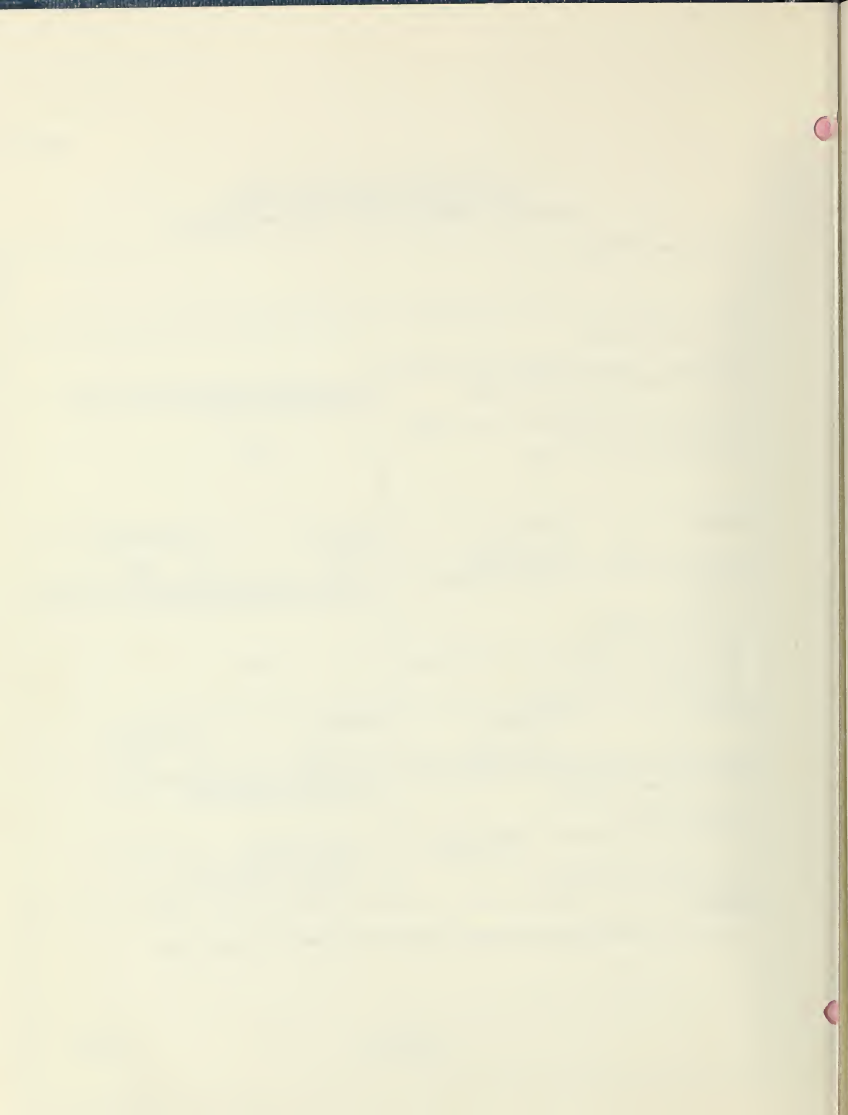
**8. Signature:**

I certify that I am authorized to submit this plan on behalf of the designated Area Agency on Aging

\_\_\_\_\_  
Signature

George W. Ong

\_\_\_\_\_  
Date





## EXHIBIT A-2.(

BUDGET YEAR \_\_\_\_\_ (January 1 1975 TO December 31 1975)  
month day year month day year

(Part 1 & Part 2)

\*CETA





PART 1 CARRY OVER FUNDS  
SUMMARY BUDGET FOR AREA PLAN  
BUDGET YEAR 2

PROGRAM ACTIVITY	TITLE III CARRY OVER FUNDS**	NON-FEDERAL MATCHING FUNDS	TOTAL BUDGET	OTHER RESOURCES
Part 1 AAA Development and Administra- tion of the Area Plan	(Maximum 75% Total Budget) \$ _____	(Minimum 25% Total Budget) \$ _____	\$ _____	\$ _____
SOCIAL SERVICES (Maximum 90% Total Budget)	(Minimum 10% Total Budget)			
Coordination of the Delivery of Existing Services	_____	_____	_____	_____
Pooling of Existing but Untapped Resources	_____	_____	_____	_____
Supporting Services	_____	_____	_____	_____
Information & Referral	_____	_____	_____	_____
Outreach	74,900	8,323***	83,223	_____
Transporta- tion	44,613	4,957***	49,570	_____
Escort	_____	_____	_____	_____
Gap-Filling Services (Specify Services)	_____	_____	_____	_____
_____	_____	_____	_____	_____
Nutrition Contract	44,816	4,990***	49,806	_____
Equip. Sup- port Contr.	45,000	5,000***	50,000	_____
Part 1 Social Services Sub-Total	\$209,329	\$ 23,270	\$ 23,2599	\$ _____
Part 1 TOTAL	\$ _____	\$ _____	\$ _____	\$ _____

CLINDES: Planning; allocating & disbursing funds; scheduling and processing the implementation of programs; monitoring; assessing; evaluating.

\* Title III funds over which the AAA was given obligational authority in preceding budget year which have not been earned or obligated. Title III "Model Project Funds" shall not be included. Indicate if amount of carry over is ☐ estimated ☐ actual.



Part 2  
SUMMARY BUDGET FOR AREA PLAN  
BUDGET YEAR 2

PROGRAM ACTIVITY	TITLE III FUNDS REQUESTED	NON-FEDERAL MATCHING FUNDS	TOTAL BUDGET	OTHER RESOURCES
Part 2 AAA Development and Administration of the Area Plan	(Maximum 75% Total Budget) \$ 23,907	(Minimum 25% Total Budget) \$ 13,695	\$ 37,602	\$
SOCIAL SERVICES (Maximum 90% Total Budget)	(Minimum 10% Total Budget)			
Coordination of the Delivery of Existing Services	48,886	25,235	74,121	
Pooling of Existing but Untapped Resources	48,193	8,982	57,175	
Supporting Services				
Information & Referral	74,389	9,189	83,578	
Outreach				
Transportation	16,500	2,264	18,764	
Escort				
Gap-Filling Services				
Specify Services)				
Comm. Org	18,443	4,118	22,561	
Equip. Bank	19,909	2398	22,307	
Nutrition	62,184	6899**		
Contract				
Part 2 Social Services Sub-Total	\$288,504	\$ 59085	\$ 278,506	\$
Part 2 TOTAL	\$312,411	\$ 72180	\$ 316,108	\$

INCLUDES: Planning; allocating & disbursing funds; scheduling and processing the implementation of programs; monitoring; assessing; evaluating.

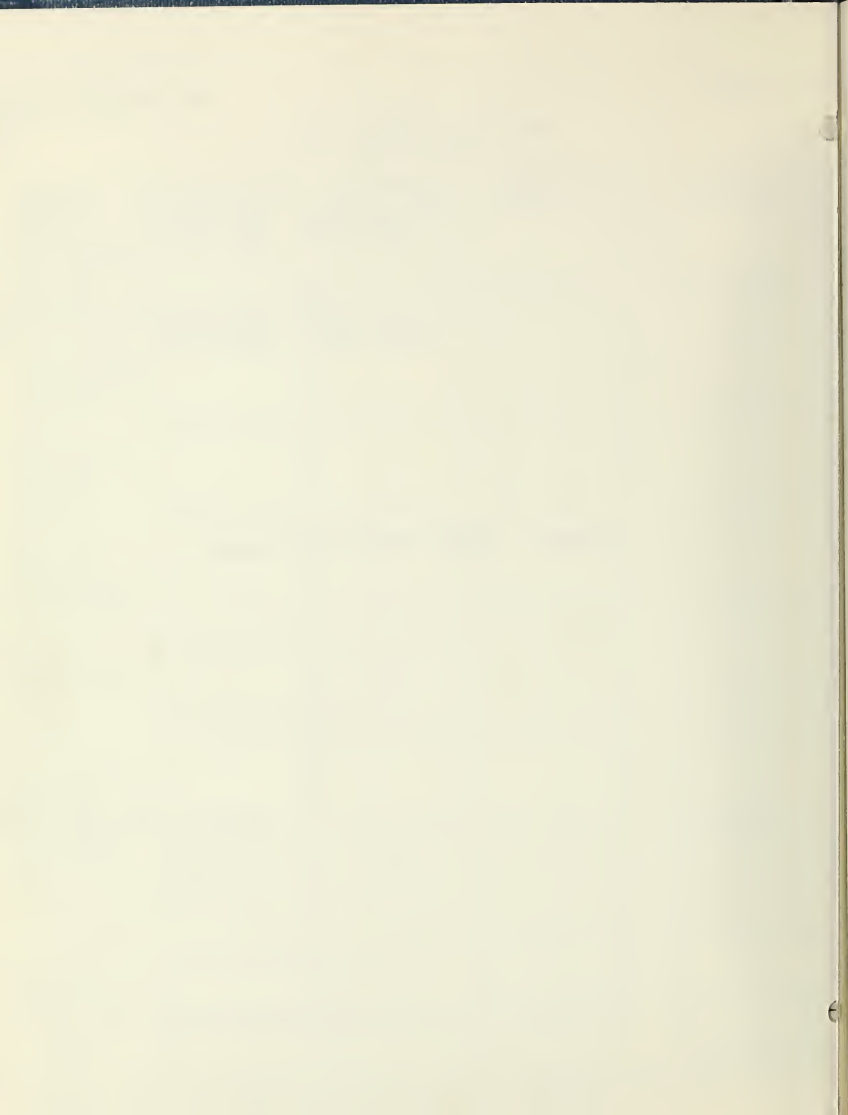


Part 2  
SUMMARY BUDGET FOR AREA PLAN  
BUDGET YEAR 2

PROGRAM ACTIVITY	TITLE III FUNDS REQUESTED	NON-FEDERAL MATCHING FUNDS	TOTAL BUDGET	OTHER RESOURCES
Part 2	(Maximum 75% Total Budget)	(Minimum 25% Total Budget)		
1. AAA Development and Administra- tion of the Area Plan	\$ _____	\$ _____	\$ _____	\$ _____
SOCIAL SERVICES	(Maximum 90% Total Budget)	(Minimum 10% Total Budget)		
2. Coordination of the Delivery of Existing Services	_____	_____	_____	_____
3. Pooling of Existing but Untapped Resources	_____	_____	_____	_____
4. Supporting Services	_____	_____	_____	_____
5. Information & Referral	_____	_____	_____	_____
6. Outreach	_____	_____	_____	_____
7. Transporta- tion	_____	_____	_____	_____
8. Escort	_____	_____	_____	_____
9. Gap-Filling Services (Specify Services)	_____	_____	_____	_____
SSI Alert (Contract)	13,742	_____	_____	13,742
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Part 2 Social Services Sub-Total	\$ _____	\$ _____	\$ _____	\$ _____
Part 2 TOTAL	\$ _____	\$ _____	\$ _____	\$ 13,742

INCLUDES: Planning; allocating & disbursing funds; scheduling and processing the implementation of programs; monitoring; assessing; evaluating.

**SECTION B: STANDARD PROVISIONS AND ASSURANCES**





**DIRECT PROVISION OF SOCIAL SERVICES BY AREA AGENCIES**

In accordance with provision 12 of this plan, set forth any case(s) in which the area agency has been or anticipates providing social services directly. Include an identification of the services that will be provided directly by the area agency, a justification for such direct provision of services, and the manner in which the area agency is or plans to be organized to provide such services:

The S. F. Commission on Aging will undertake the direct provision of three specific social services. As the only agency in the City and County of San Francisco with the legal authority, governmental structure, and financial resources to undertake the necessary coordination and evaluation of these services, the S.F.C.O. is uniquely situated in the community in such a manner as to allow it to provide the most efficient and effective mechanism for linking Senior Citizens in need with the available services. Because a high level of coordination is required for these three services, no individual service provider with a unique and distinct clientele nor governmental agency serving specific portions of the population such as welfare recipients could meet the needs of the broad segment of the population which the elderly represent with the same efficiency that the Area Agency on Aging will bring to the solution of these problems.

The S. F. Commission on Aging, the Area Agency on Aging for California Area VI, will develop and implement a comprehensive Information Referral and Follow-up system to serve the elderly residents of the City and County of San Francisco, utilizing its unique role as a quasi-governmental agency with broad and comprehensive methods of citizen involvement (The Citizens Advisory Council), linkage with other governmental agencies through the Mayor's office and County Board of Supervisors, and the resources of State and Federal Offices on Aging. A system will be implemented making maximum utilization of the professional staff of the COA, the leadership of the CAC, service providers and Governmental agencies with direct interests or relationships to the City's elderly population. The Central Office will be established at the Administrative headquarters of the COA to provide drop-in and telephone request for information by Senior Citizens. It should be pointed out that any requests for information or referral will be received and serviced whether or not this plan is approved. This office will be staffed during normal working hours and at such other times as deemed necessary to provide adequate levels of service by the COA. It will provide a base on which to build a comprehensive neighborhood Information and Referral system. After the establishment and initial testing of this system in the central office, neighborhood based offices will be distributed throughout the city to bring the services directly to the residents. These neighborhood substations will operate out of churches, community centers and nutrition sites providing valuable, social, supportive services to the neighborhood residents. The unique situation of the COA and its plan for neighborhood services will allow for an Information and Referral service utilizing bilingual staff where appropriate, as well as the most accurate and



**DIRECT PROVISION OF SOCIAL SERVICES BY AREA AGENCIES**

In accordance with provision 12 of this plan, set forth any case(s) in which the area agency has been or anticipates providing social services directly. Include an identification of the services that will be provided directly by the area agency, a justification for such direct provision of service, and the manner in which the area agency is or plans to be organized to provide such services:

comprehensive information.

Utilizing the data gathered from the Planning Division of the COA and the Community Development Division, constant update and evaluation techniques will be implemented to insure that the data provided to Senior Citizens in need is the most accurate and complete information available. The converse of the relationship is also true; as a result of the data gathered from the Information Referral and Follow-up program, valuable information will be supplied to the Planning Division in order to allow for effective administration of the AAA.

In recent years, many Federal, State and local programs have purchased use of small passenger vehicles used for transportation for the elderly, model cities residents, and other specifically identified groups. The SFCOA will undertake the direct provision of a transportation service. Utilizing its unique status as a quasi-governmental agency amply described in the above paragraphs, the vehicles that are available, analyze the needs of the existing system to meet goals set by the COA and implement a system of coordination which calls for common dispatching, routing, and scheduling of all vehicles capable of serving the elderly population. The unique aspect of this program makes it mandatory that it be provided by the COA is this coordination effort. Federal agencies in the past have attempted to mandate coordination, but most attempts have met with reluctance from the agencies currently operating such vehicles. The Commission feels that after the evaluation and analysis steps have been completed, we will be able to achieve the desired coordination and therefore an expanded and more efficient service by utilizing a method of reimbursement to insure that the agencies currently controlling such vehicles, as well as agencies which will control any additional vehicles purchased or acquired under this and other grants will be willing to cooperate in order to reduce the operating cost. Because of the model nature of this project, the need for broad level coordination among agencies, private and public, the COA again is uniquely capable of meeting this demand.

There are approximately 200 organizations and agencies in the City of San Francisco currently serving the elderly. Many of these are small non-profit organizations with limited funds and resources providing valuable social, recreational, and economic assistance to Senior Citizens. These clubs are generally neighborhood-based, serving small groups of residents in a specific geographic area.



**DIRECT PROVISION OF SOCIAL SERVICES BY AREA AGENCIES**

In accordance with provision 12 of this plan, set forth any case(s) in which the area agency has been or anticipates providing social services directly. Include an identification of the services that will be provided directly by the area agency, a justification for such direct provision of service, and the manner in which the area agency is or plans to be organized to provide such services:

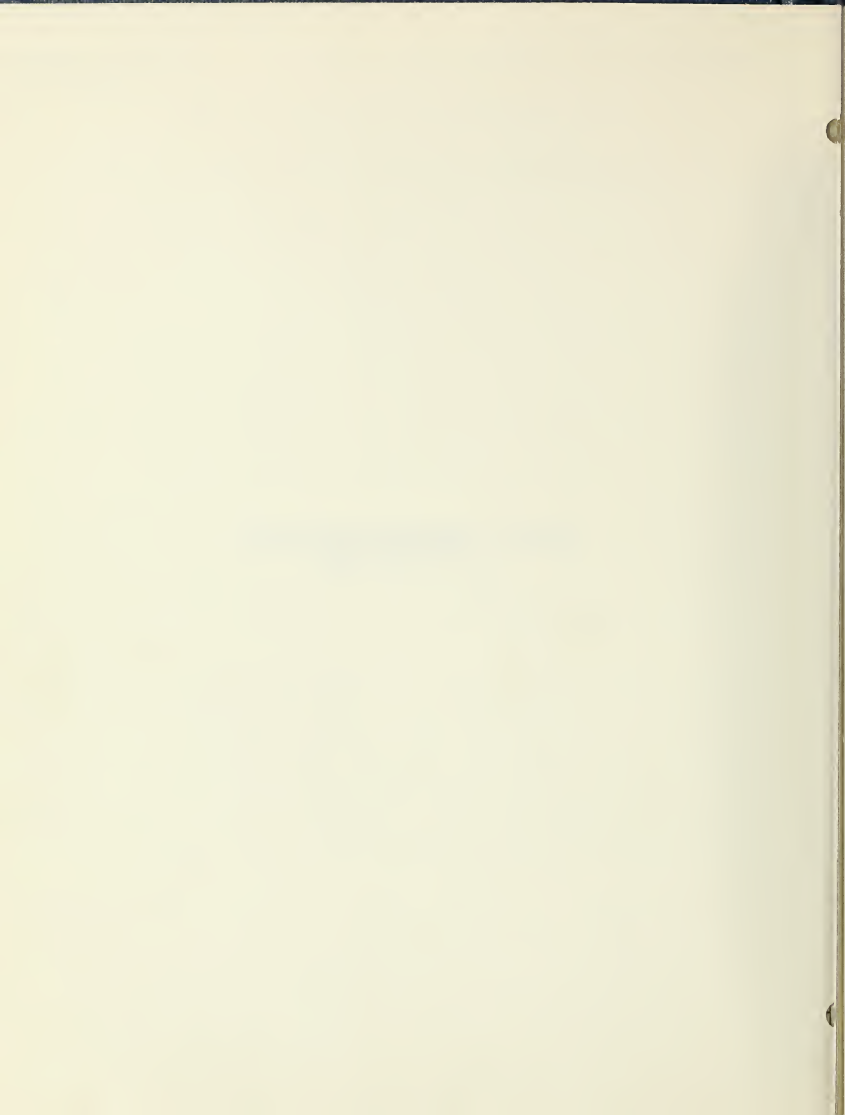
In an effort to establish and maintain the strong commitments this Commission on Aging has made to neighborhood programs it is our desire that these clubs and organizations should be supported with any necessary technical, administrative, or financial assistance. The COA as a part of its Objective #9 will meet the needs of these organizations by applying the skills and professional expertise of its staff to organizational and administrative problems that these clubs are facing, to assist them in training of staff members, and officers; to provide social and supportive services if possible by making small grants for the purchase of equipment that these agencies might otherwise be unable to afford to these agencies which will allow them to continue to serve their constituents. An equipment bank will be established providing equipment that would be used infrequently Senior Citizens clubs and organizations and making that equipment available on loan to groups serving Senior Citizens. Funds have been established in this Budget year to allow for purchase of certain quantities of equipment that would be used more frequently by a specific club, that equipment would remain the property of the AAA but would be placed on long-term loan to the club or organization so long as it is in existence and meets the criteria established as a part of this program.

As an integral part of each of these programs, SFCOA will be establishing and maintaining educational programs designed to meet the needs of the City's elderly population. For the most part, the direct conduct of these training sessions will be contracted to professional educators and institutions with unique expertise and background in the field of Gerontological education. But in order to insure effective coordination of training mechanisms the COA will, as a portion of its Information and Referral system, maintain a Training Coordinator whose function it will be to oversee the provision of training services, pooling and tapping unused educational resources, as well as to staff and organize training sessions provided by the COA.

In this rationale for direct provision of social service one keyword runs throughout, i.e., coordination: Because of the limited resources available to serve the aged, coordination is essential to insure non-duplicated provision of service and program, as well as to obtain maximum program output for the limited financial, physical, and moral resources available to serve the elderly. The COA sees its role as primarily that of coordinator, assuring, wherever possible, that services are provided by those agencies and individuals who possess the ability to insure that the needs of senior citizens are met and that the maximum level of service is provided for each dollar spent in this field.



**SECTION C: ORGANIZATION AND STAFFING  
OF THE AREA AGENCY**







Board of Supervisors  
Recommends 11  
Commissioners one each

Mayor  
Appoints 6 Commissioners  
and 11 Recommended by  
Board of Supervisors

S. F. Commission on the Aging  
17 Commissioners  
and 6 Ex-Officio Members

Community  
Advisory  
Council

Director  
Deputy  
Secretary to  
Commission  
Transcriber

Assist. to  
Director

Account  
Clerk

Senior Clerk  
Stenographer

Learner

Clerk  
Steno.

Program  
Developer

Student  
Intern

Program  
Spec.

Education  
Coordinator

Clerk  
Steno

Evaluation  
Coordinator

Community  
Developer

Clerk  
Steno

Clerk  
Typist

I/R  
Coordinator

Volunteer  
Coordinator

Trans &  
Support  
Coordinator

Legislative  
Advocate

Community  
Outreach  
Workers  
C.R.M.A.  
17 F.F.E.

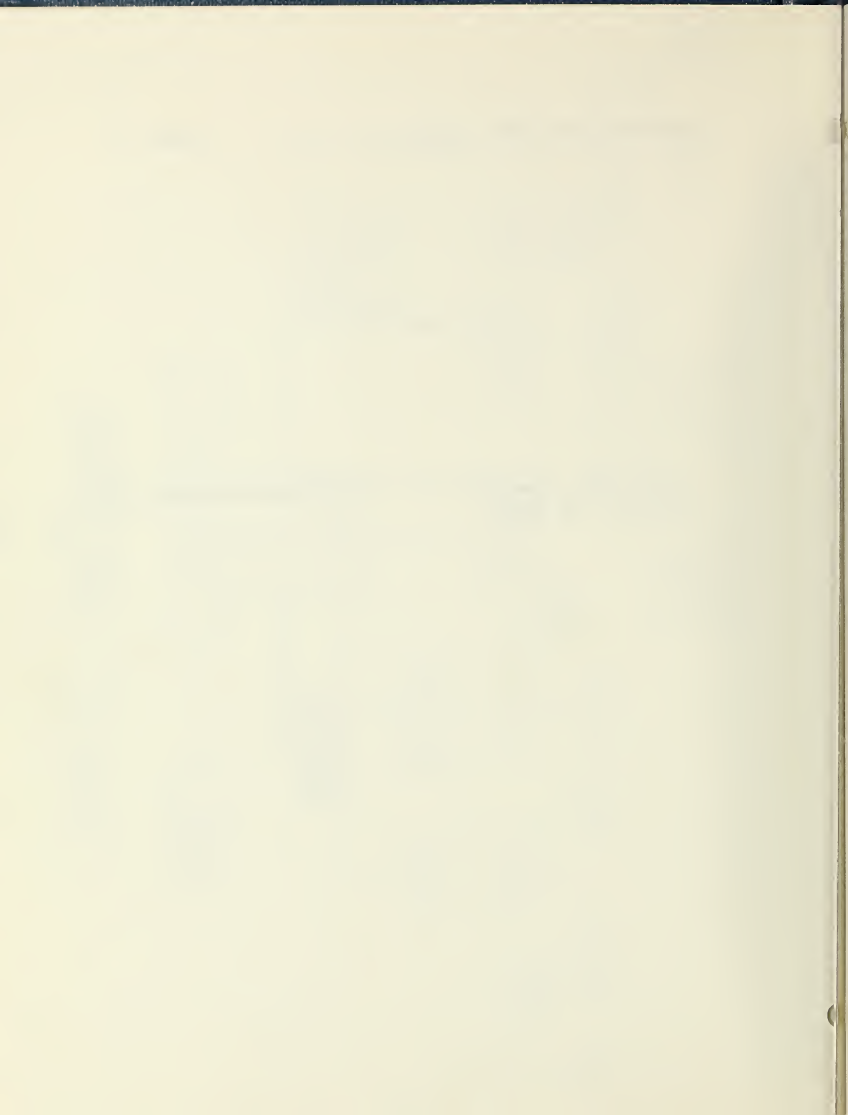
I and R  
Staff -  
7 F.F.E.

Dispatcher

Equip.  
Control  
Officer

not applicable

(If Applicable, Organization Chart of the Single Organizational Unit  
Within the Area Agency)



AREA PLAN ON AGING  
UNDER TITLE III OF THE OLDER AMERICANS ACT OF 1965,  
AS AMENDED

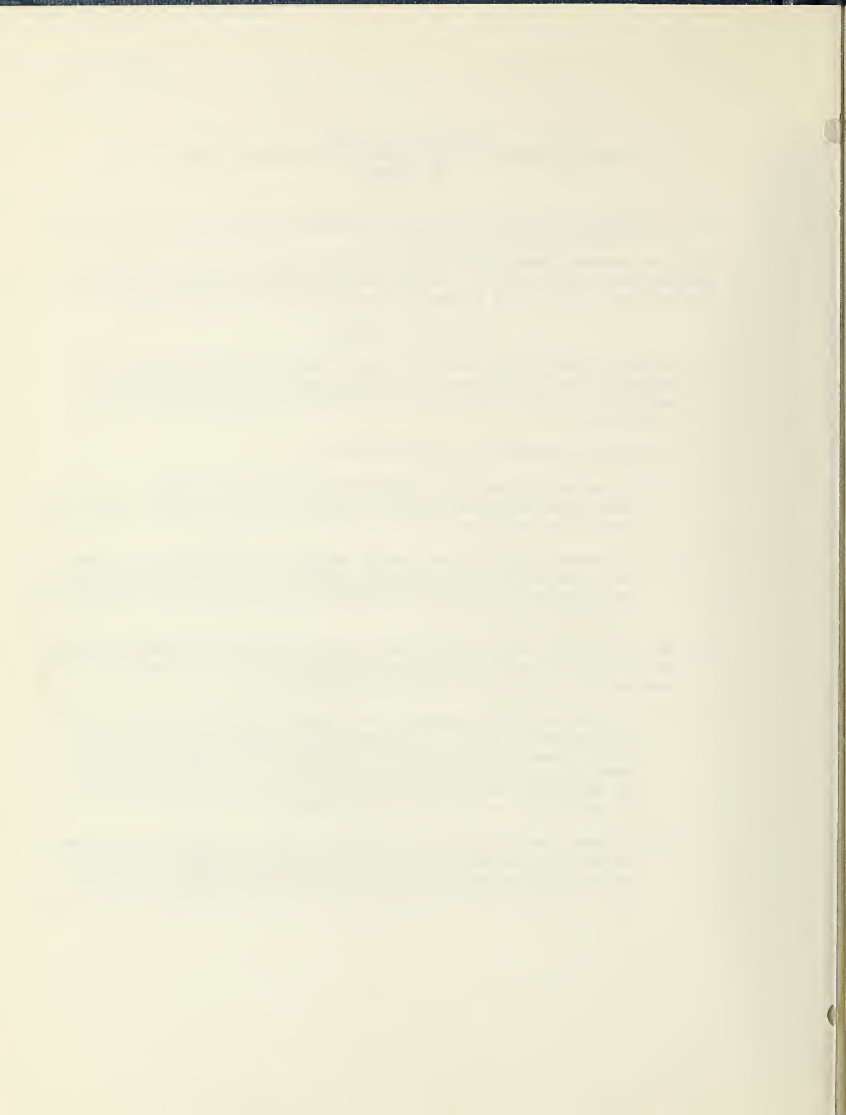
The San Francisco Commission on the Aging submits herewith the Area Plan on  
(Area Agency on Aging)  
Aging as required under Title III of the Older Americans Act of 1965, as  
amended, and hereby agrees to administer such plan in accordance with the  
regulations, policies and procedures prescribed by the State agency.

Purpose of Program

1. The area agency understands and agrees that it is the purpose of the Title III Program to foster the development of a comprehensive and coordinated service system for older persons within the planning and service area.

The primary objectives of this system are:

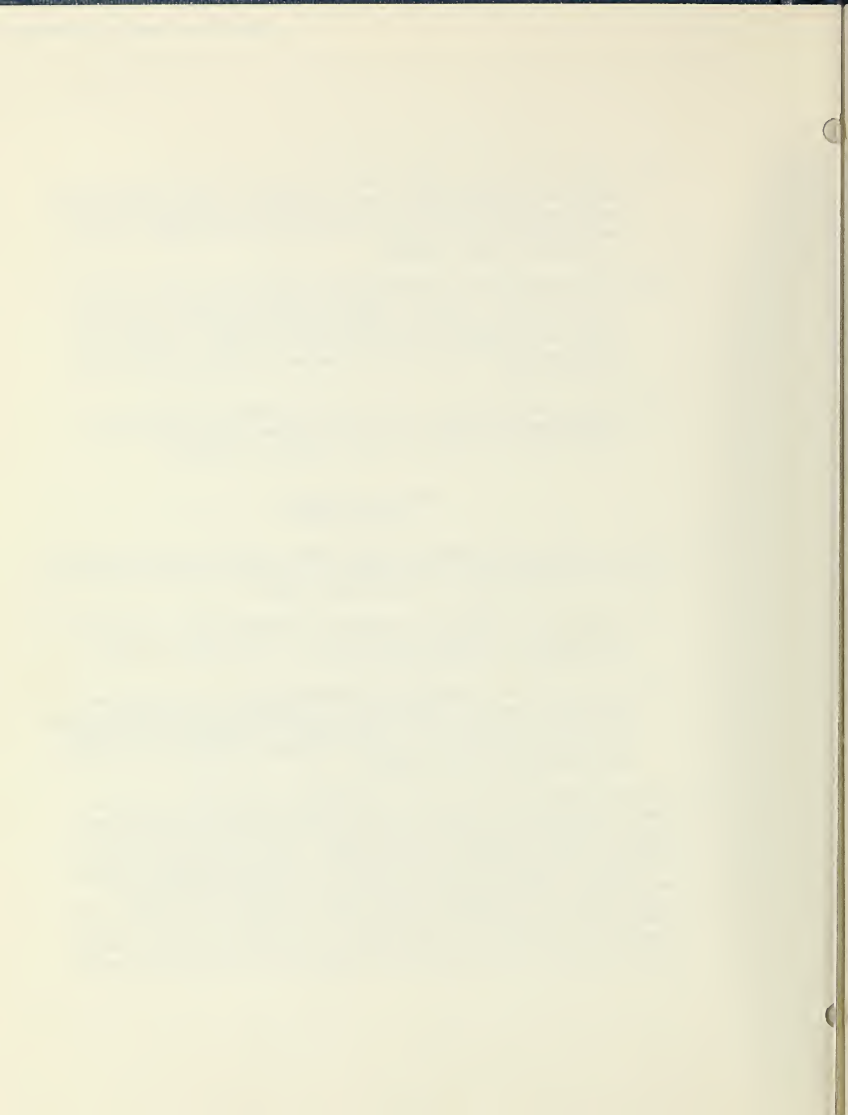
- (a) To secure and maintain maximum independence and dignity in a home environment for older persons capable of self-care with appropriate supportive services; and
  - (b) To remove individual and social barriers to economic and personal independence for older persons, including the provision of opportunities for employment and volunteer activities in the communities where older persons live.
2. The area agency further understands and agrees that in order to achieve the purpose of the Title III Program the resources made available to the area agency by the State agency are designed to:
    - (a) Provide for the development and implementation by the area agency, in conjunction with other planners and services providers, and older consumers of services, of an area plan which sets forth specific program objectives and priorities for meeting the needs of the elderly with special attention being given to the needs of low income and minority older persons;
    - (b) Increase the capability of the area agency to develop and implement action programs designed to achieve the coordination of existing social service systems in order to make such systems more effective, efficient, and responsive in meeting the needs of the elderly;



- (c) Draw in increasing commitments from public and private agencies which have resources that can be utilized to serve older persons, and encourage such agencies to enter into cooperative arrangements directed toward maximum utilization of existing resources on behalf of older persons;
- (d) Make existing social services more accessible to older persons in need through the development and support of services such as transportation, outreach, information and referral, and escort which can increase the ability of older persons, including the older physically and mentally disabled, to obtain other social services; and
- (e) Promote comprehensive services for the elderly through the development and support of social services which are needed by older persons but which are not otherwise available.

#### Purpose and Content of Area Plan

3. The area agency understands and agrees that in order to obtain approval of the State Agency and receive funds for support, the area plan submitted herewith must and the area agency will:
  - (a) Provide for a continuous process of planning by the area agency, including the defining and redefining of objectives and the establishment of priorities; and
  - (b) Provide for the launching or strengthening of action programs within the area for coordinating the delivery of existing services for older persons, and for the pooling of available but untapped resources in order to strengthen existing services or inaugurate new services for older persons.
4. The area agency having met the requirements of Provision 3 of this plan, understands and agrees that the State Agency may approve support for those service programs proposed to be carried out under the area plan found necessary to assist older persons to become aware of the social services available in the area (information and referral, and outreach services), and to assist them in having access to these services (transportation and escort services), and support for those other social services proposed to be carried out under the area plan which are needed by older persons, but which no other public or private agency of the planning and service area can and will provide.





5. The area agency understands and agrees that priority must be given to those activities and services which will assist and benefit low income and minority older persons throughout the planning and service area, and assures, to the extent feasible, and with respect to resources made available under the plan, that low income and minority individuals will be served at least in proportion to their relative numbers in the planning and service area.

6. Organization of the Area Agency

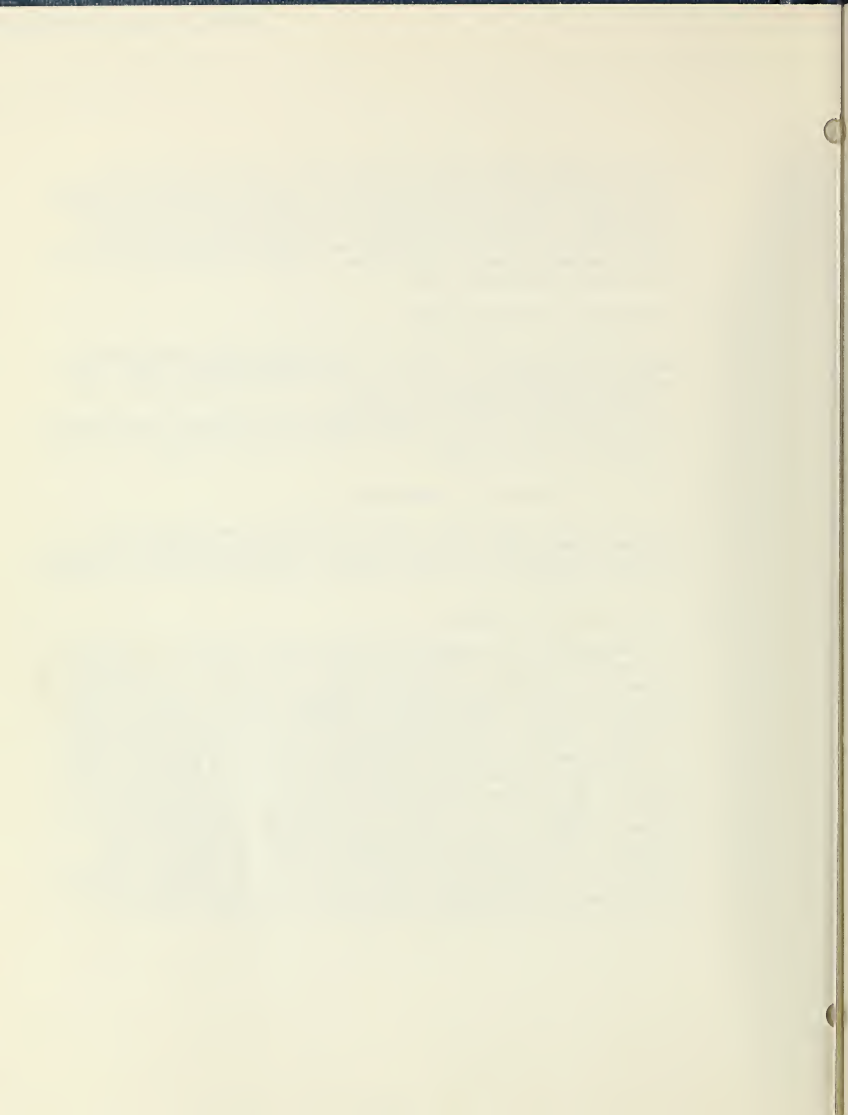
The area agency is a ☒ single purpose agency; ☐ multi-purpose agency; and therefore has created a single organizational unit, namely the San Francisco Commission on Aging within such agency which has (Name of single organizational unit) been delegated authority and responsibility for effective implementation of the area plan. An organization chart for the area agency is included as Exhibit C-1 of this plan.

7. Authority and Capacity of Area Agency

The area agency assures that it has the authority and capacity to develop the area plan, and to carry out, directly or through contractual or other arrangements a program pursuant to the plan within the planning and service area.

8. Staffing of the Area Agency

The area agency will be headed by an individual qualified by education or experience assigned full-time solely on development and implementation of the area plan. Adequate numbers of qualified staff, including members of minority groups, will be assigned full-time solely to the area agency to assure the effective conduct of responsibilities under this plan. Subject to the requirements of merit employment systems of local government, preference will be given to persons aged 60 or over for any staff positions (full-time or part-time) for which such persons qualify. The proposed staffing plan for the area agency which sets forth the number, type of personnel employed and the timetable for the hiring of staff for the project year is included as Exhibit C-6 of this plan. The area agency understands and agrees that, once the staffing plan has been approved by the State agency, such plan must be adhered to in all personnel actions taken by the area agency, and that, if the area agency determines that it must deviate from such plan, it must obtain the prior approval of the State agency.



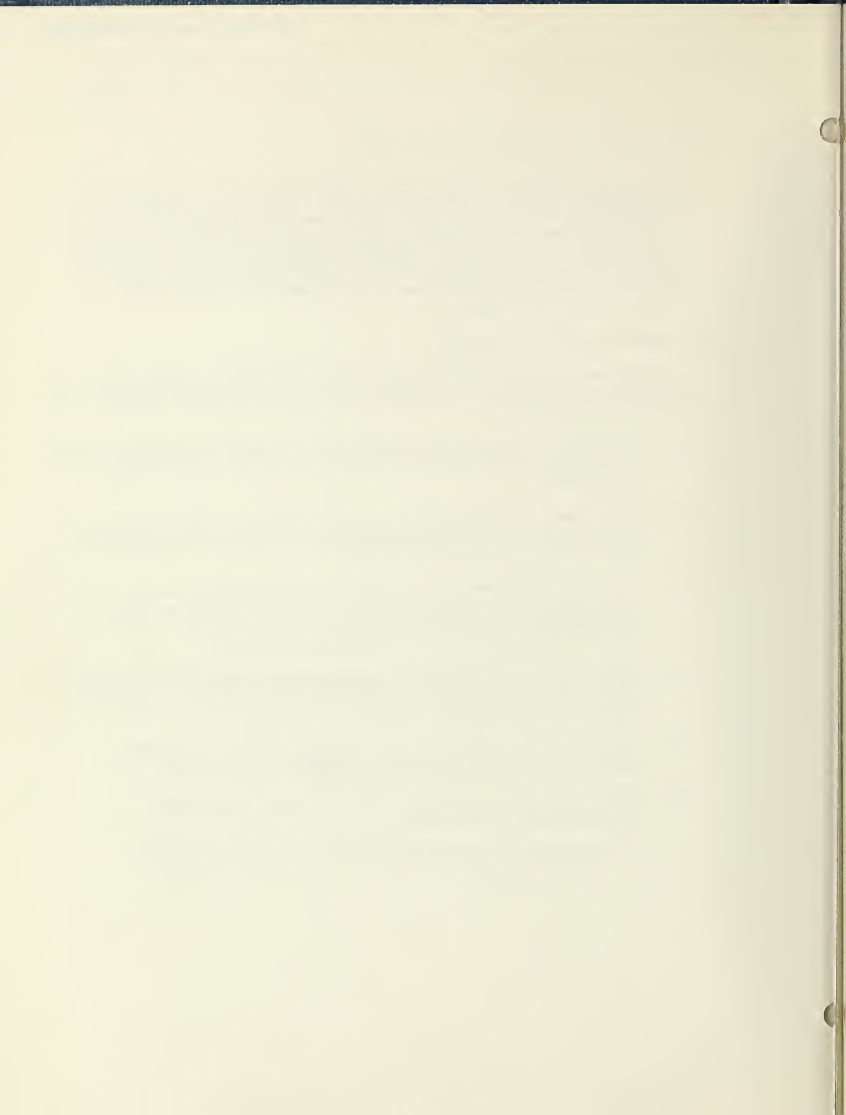
## 9. Standards of Personnel Administration

In cases where the area agency is a public agency, it will establish and maintain methods of personnel administration which conform to the Standards for a Merit System of Personnel Administration, and any standards prescribed by the U.S. Civil Service Commission pursuant to section 208 of the Intergovernmental Personnel Act of 1970 modifying or superseding such standards. Such methods shall be maintained in the files of the Area Agency and shall be made available to the State Agency upon request.

## 10. Functions of the Area Agency

In addition to the development and administration of the area plan, the area agency will carry out directly, to the maximum extent feasible, the following functions:

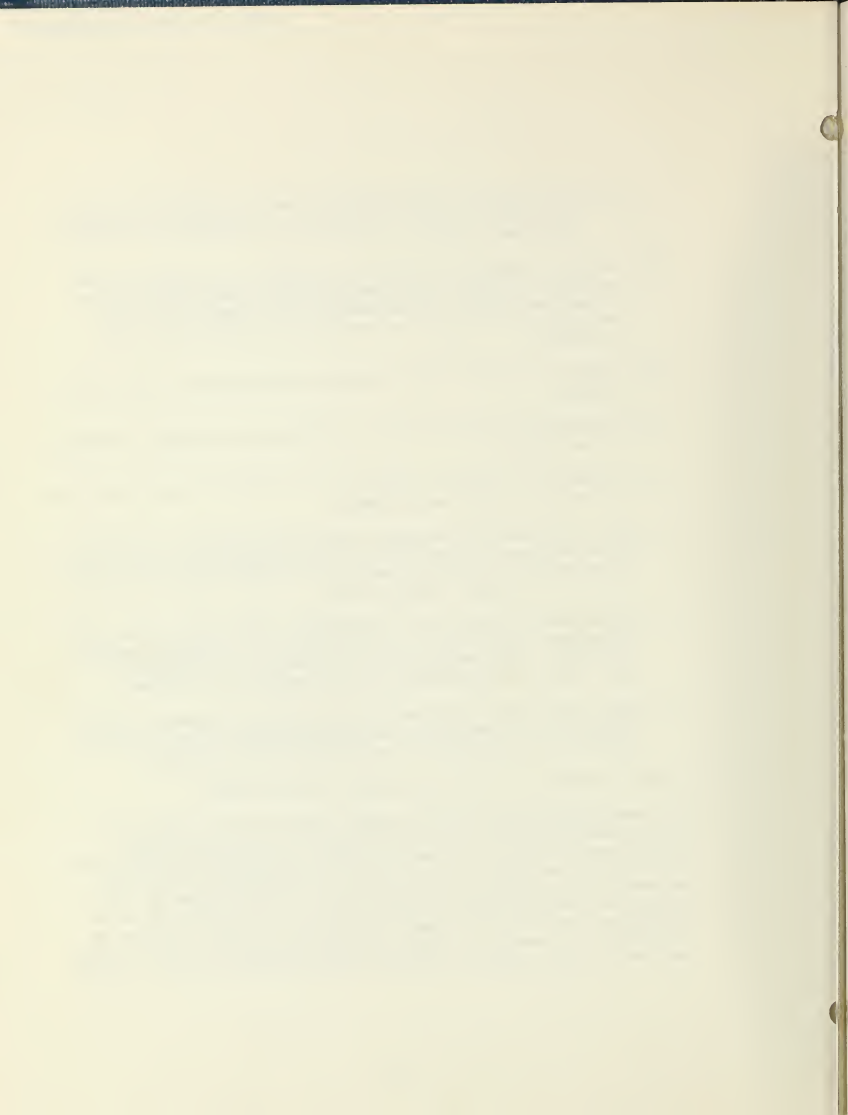
- (a) Provision of leadership and advocacy on behalf of all older persons within the planning and service area for which the area agency is responsible;
- (b) Determination of the need for social services in the planning and service area with special attention being given to the needs of low income and minority elderly;
- (c) Inventory of the resources within the planning and service area to meet the needs of the elderly, and an evaluation of the effectiveness of the services provided by the public and private agencies within such area in meeting such needs;
- (d) Establishment of measurable program objectives and priorities for implementation of the area plan, in keeping with the objectives established by the State Agency;
- (e) Planning with existing planning agencies and the providers of service in the area concerning the needs of the elderly;
- (f) Either directly or through contract or grant, provide for an action program designed to:
  - (1) coordinate the delivery of existing services for the elderly; and



- (2) pool available but untapped resources of public and private agencies in order to strengthen or inaugurate new services for older persons.
- (g) Periodic evaluation of activities carried out pursuant to the area plan, including the views of older persons participating in such activities, and monitoring on an ongoing basis the performance of contracting agencies and grantees under the area plan;
- (h) Conduct of periodic public hearings concerning the needs of the elderly;
- (i) Collection and dissemination of information concerning the needs of the elderly;
- (j) Provision of technical assistance to providers of social services in the planning and service area;
- (k) Where necessary and feasible, enter into agreements to provide legal services to older persons in the planning and service area to be carried out through Federally assisted programs or other public or non-profit agencies; and
- (l) Where possible, enter into arrangements with organizations providing day care services for children so as to provide opportunities for older persons to aid or assist, on a voluntary or paid basis, in the delivery of such services to children;
- (m) Take into account in connection with matters of general policy arising in the development and administration of the area plan, the views of recipients of services under the area plan.

#### 11. Direct Provision of Social Services by the Area Agency

The area agency understands and agrees that no social service may be provided directly by the area agency unless the State Agency grants specific approval to do so. With the exception of information and referral services, and the conduct of coordination activities, no such approval will be given by the State Agency unless the area agency was providing social services prior to its designation as an area agency, or it can be clearly shown that the direct delivery of a service is necessary to assure an adequate supply of such services, and that no other agency in the area can and will effectively deliver



such service. Those cases, if any, in which the area agency anticipates providing social services directly are included as Exhibit B-1 of this plan.

#### 12. Advisory Council

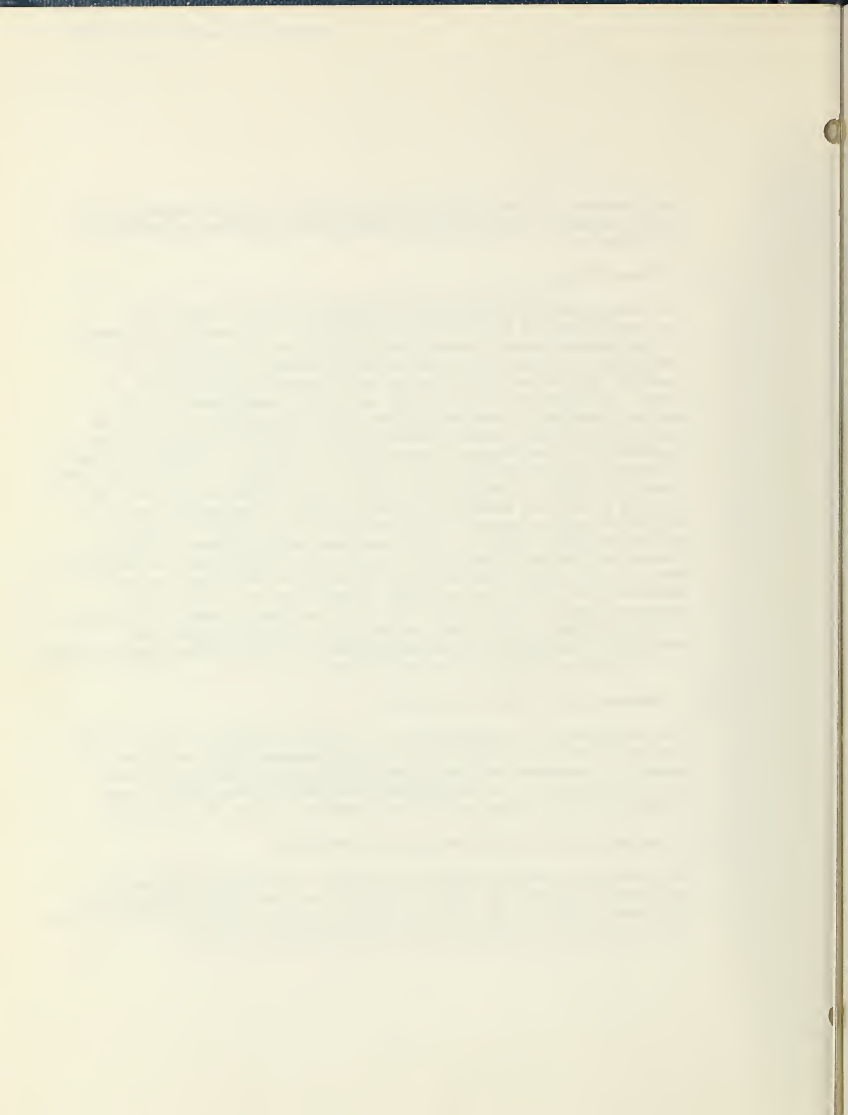
The area agency will establish an advisory council which meets preferably monthly but at least bi-monthly. The council will consist of representatives of program participants and the general public, including low income and older minority persons in the area, at least in proportion to the number of older minority persons in the area. The advisory council shall advise the area agency on all matters relating to the development and administration of the area plan and operations conducted thereunder. At least one-half of the membership of the advisory council will be made up of actual consumers of services under the area plan. Where a nutrition project established under Title VII of the Older Americans Act of 1965, as amended, is located within the planning and service area a representative of the nutrition project council for such project shall also be included on the advisory council. Where more than one nutrition project is located within the planning and service area, the project councils for such projects shall designate one of their number to provide representation for all of the nutrition projects of the area on the advisory council. The membership of the advisory council is included as Exhibit C-4 of this plan. In addition, the area agency has developed a statement of responsibilities for the advisory council which is included as Exhibit C-5 of this plan.

#### 13. Arrangements with Title VII Projects

The area agency, in conjunction with the State agency, shall take the initiative in endeavoring to develop arrangements with recipients of grants or contracts for nutrition projects under Title VII of the Older Americans Act in the planning and service area, whereby such projects shall be made part of the activities under the area plan.

#### 14. Arrangements with Social Security Act Programs

The area agency shall provide for maximum coordination between the programs and activities under the area plan, and the resources available under Titles I, X, XIV, XVI and XIX of the Social Security Act and Title VI added by the Social Security Amendments of 1972.





15. Establishment or maintenance of information and referral sources

The area agency will take such steps as are required to achieve the establishment or maintenance of information and referral sources in sufficient numbers to assure that all older persons within the planning and service area covered by the plan will have reasonably convenient access to such sources by the end of fiscal year 1975. Such information and referral sources shall be established or maintained in close coordination with the information and referral services which are available through the District Offices of the Social Security Administration of the Department. To the maximum extent possible, the services and resources available through such offices shall be utilized by the area agency for this purpose.

16. Transportation

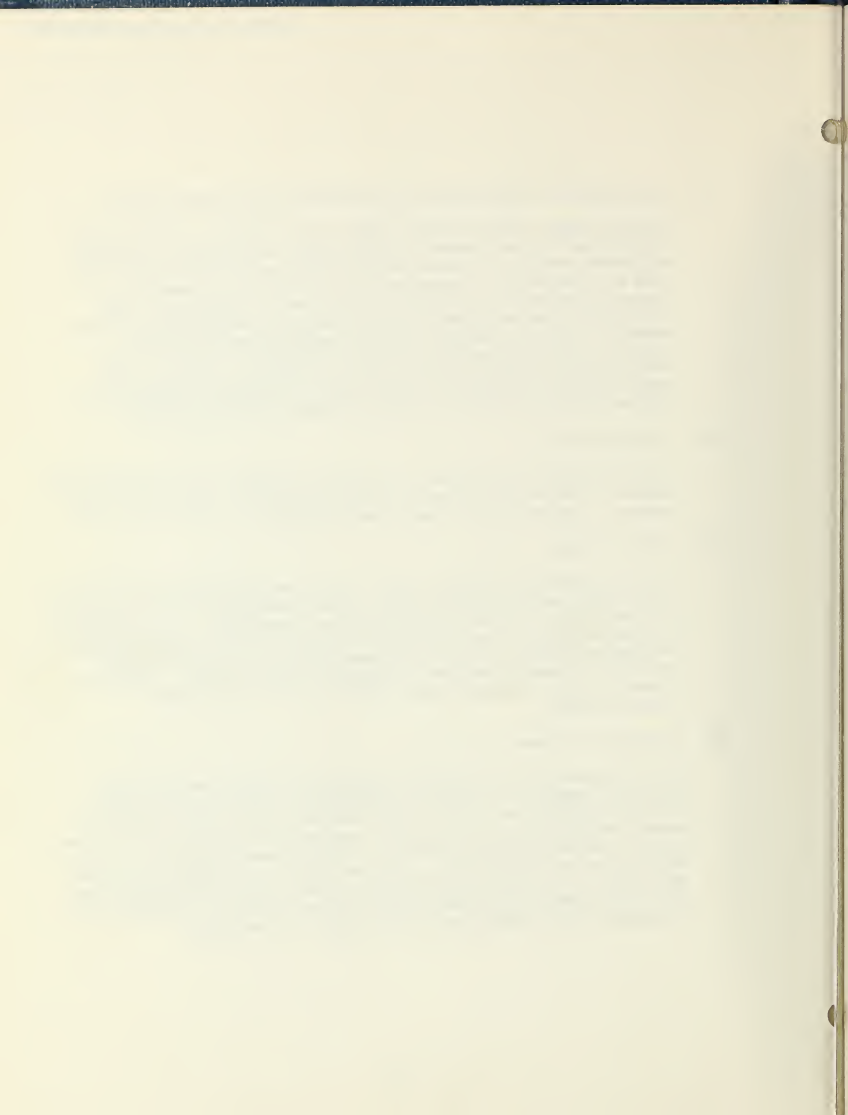
The area agency has included in the area plan plans for transportation, wherever funds are to be used to establish needed services for older persons to ensure their access to such services.

17. Public Hearings

The area agency will conduct, prior to the submission of the area plan to the State agency for approval, a public hearing(s) on the area plan for fiscal year 1975 and every fiscal year thereafter. The purpose of this hearing(s) will be to provide the opportunity for older persons, the general public, officials of general purpose local government, and other interested parties to comment on the area plan. The area agency will give adequate public notice prior to the conduct of such hearing.

18. Contracts or Grants

The area agency will provide for contracts or grants under the area plan to be operated by minority individuals at least in proportion to their relative number in the planning and service area. The area agency understands and agrees that, subsequent to approval of the area plan by the State agency, grants or contracts made by the area agency may be approved for one year. The area agency understands and agrees that prior to the award of additional support for any subsequent year, the State agency will conduct an on-site evaluation of the project to determine if the objectives of the project are being met.



#### 19. Contributions for social services

The area agency will assure that agencies providing social services under the area plan shall afford older persons the opportunity to contribute to all or part of the costs of the social services provided. The area agency shall consult with the advisory council regarding proposed contributions. Each older recipient shall determine for himself what he is able to contribute toward the cost of the social service. No older person shall be denied a social service because of his failure to contribute to all or part of the cost of such service. The area agency shall provide that the methods of receiving contributions from individuals by the agencies providing social services under the area plan shall be handled in such a manner so as not to differentiate among individuals' contributions publicly.

#### 20. Training

The area agency will make provision for the training of personnel necessary for the implementation of the area plan, and the attendance of such individuals at designated training centers established by the Administration on Aging in consultation with the State Agency, for individuals having specific responsibilities under the area plan.

#### 21. Licensure Requirements

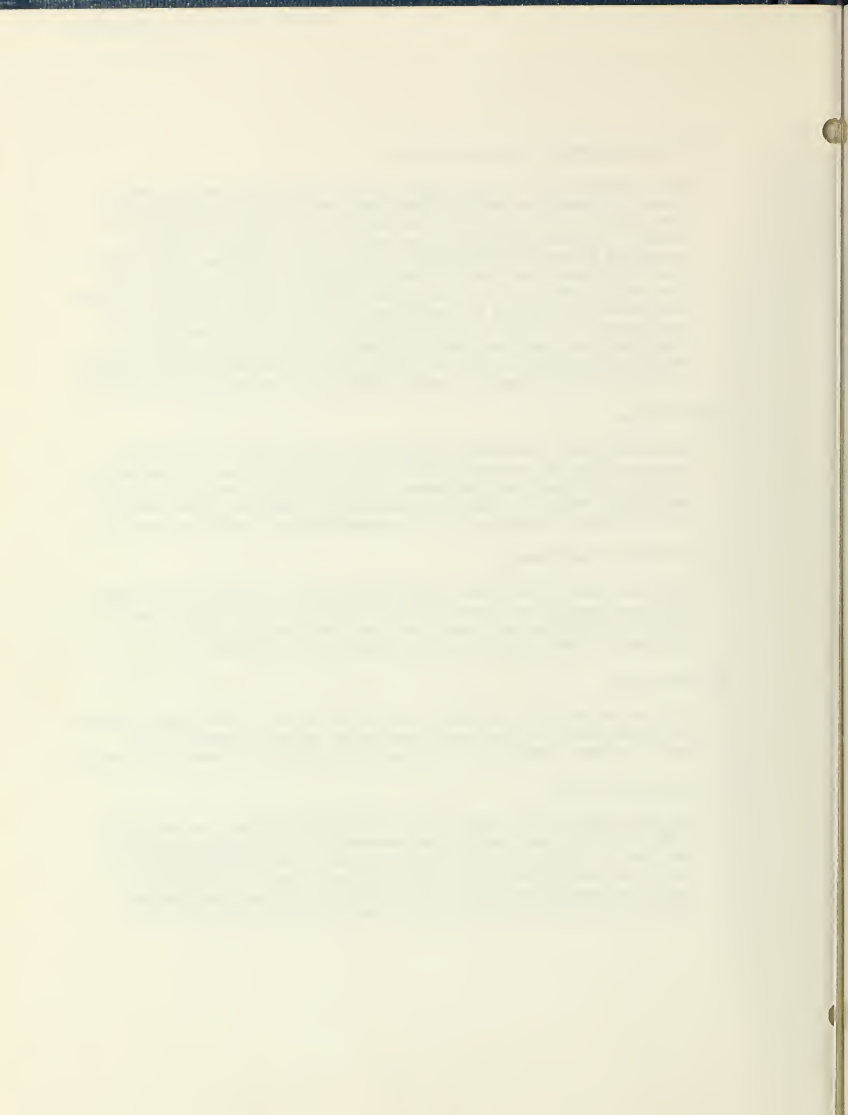
The area agency shall assure that where State or local public jurisdictions require licensure for the provision of social services, agencies providing such services under the area plan shall be licensed, or shall meet the requirements for licensure.

#### 22. Evaluation

The area agency will cooperate and assist in any efforts undertaken by the State Agency or the Administration on Aging to evaluate the effectiveness, feasibility, and costs of activities under the area plan.

#### 23. Confidentiality

The area agency will ensure that no information about, or obtained from, an individual, and in the possession of an agency providing services to such individual under the area plan shall be disclosed in a form identifiable with the individual without the informed consent of such individual. Lists of older persons compiled pursuant to Provision 15 of this plan shall be used solely for the



purpose of providing social services, and only with the informed consent of each individual on such list.

#### 24. Records and Reports

The area agency will keep such records and make such reports in such form and containing such information as may be required by the State Agency and in accordance with guidelines issued by the Administration on Aging. The area agency will maintain such accounts and documents as will serve to permit expeditious determination to be made at any time of the status of funds within the award, including the disposition of all monies received from the State Agency, and the nature and amount of all charges claimed to be against such funds.

#### 25. Civil Rights

The area agency will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352), and the regulation issued pursuant thereto. An Assurance of Compliance with such regulation (Form HEW-441) is attached. Also, the area agency further certifies that it has no commitments or obligations which are inconsistent with compliance with these and any other pertinent Federal regulations and policies, and that any other agency, organization, or party which participates in the implementation of the area plan shall have no such commitments or obligations.

#### 26. Public Information

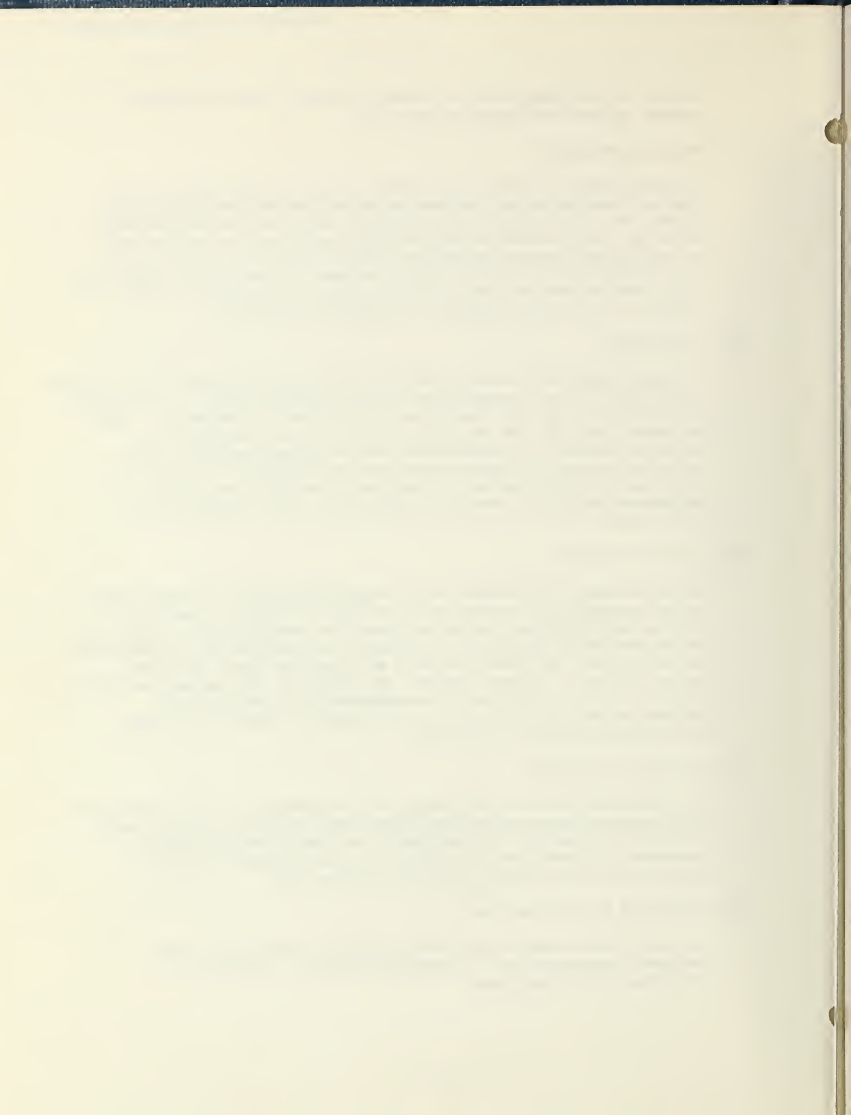
The area agency will provide for a continuing program of public information specifically designed to assure that information about the program and activities carried out under the area plan are effectively and appropriately promulgated throughout the planning and service area. The area agency will make available at reasonable times and places in the offices of the area agency, the area plan, all periodic reports, and all policies governing the administration of the Title III program in the area, for review upon request by interested persons and representatives of the media.

#### 27. Maintenance of Effort

The area agency assures that there will be expended for the purposes for which payments are made for activities under this plan, for the year for which such payments are made and from funds from non-Federal resources, an amount not less than the amount expended for such purposes from such funds during the previous year.

#### 28. Amendments to the Area Plan

The area agency assures that it will submit to the State Agency necessary documentation of substantial changes, additions, or deletions to the area plan.



## MISSION STATEMENT OF THE AREA AGENCY ON AGING

Set forth that portion of the formal mission statement of the Area Agency which is related to the achievement of the program goal of establishing a comprehensive and coordinated service system for older persons in the planning and service area.

Ordinance 305-72 which created the San Francisco Commission on the Aging defined the responsibilities as follows:

"To develop broad policy goals in dealing with the problems of the aged and aging within San Francisco". In accordance with this, the overall objective that the SFCOA directs itself to is the development of a system of coordinated and comprehensive services which will enable the over sixty population in San Francisco to live in a location of their choice as long as possible and to function independently in society with the dignity and respect due to those who have made a modern society possible.

The Ordinance also states that the SFCOA: a)... receive funds from public and private sources and disburse these funds to programs related to the aged; b) direct the preparation and dissemination of educational and informational materials...relating to services provided for the elderly by...agencies in areas such as housing, medical care, recreation, transportation, informational and referral services; c) ascertain, study, and analyze all facts relating to the economic, health, and social needs of older adults...; d) review proposed legislation and its effect on the welfare of aging persons and report those effects on the elderly to appropriate individuals.

Adhering to these principles, the goal of the SFCOA will be to provide alternatives to institutional care so that seniors enjoy independent lives in the community. In an effort to enhance this independence, a broad range of social and supportive services will be valuable. The SFCOA will be and will provide the appropriate linkages between the elderly and the service providing agencies, in order that these services will be coordinated and delivered with maximum efficiency to those in need.

For too long, substantial numbers of people have been placed in institutional settings where they receive a higher level of care than they need, simply because there are no alternatives available to them. The SFCOA as the Area Agency on Aging accepts the responsibility to provide the freedom of choice to the elderly living in San Francisco.





## ADVISORY COUNCIL

Enter name and affiliation of council member and indicate (✓) area of representation. More than one column may be checked for each council member. Identify Chairman by (\*)

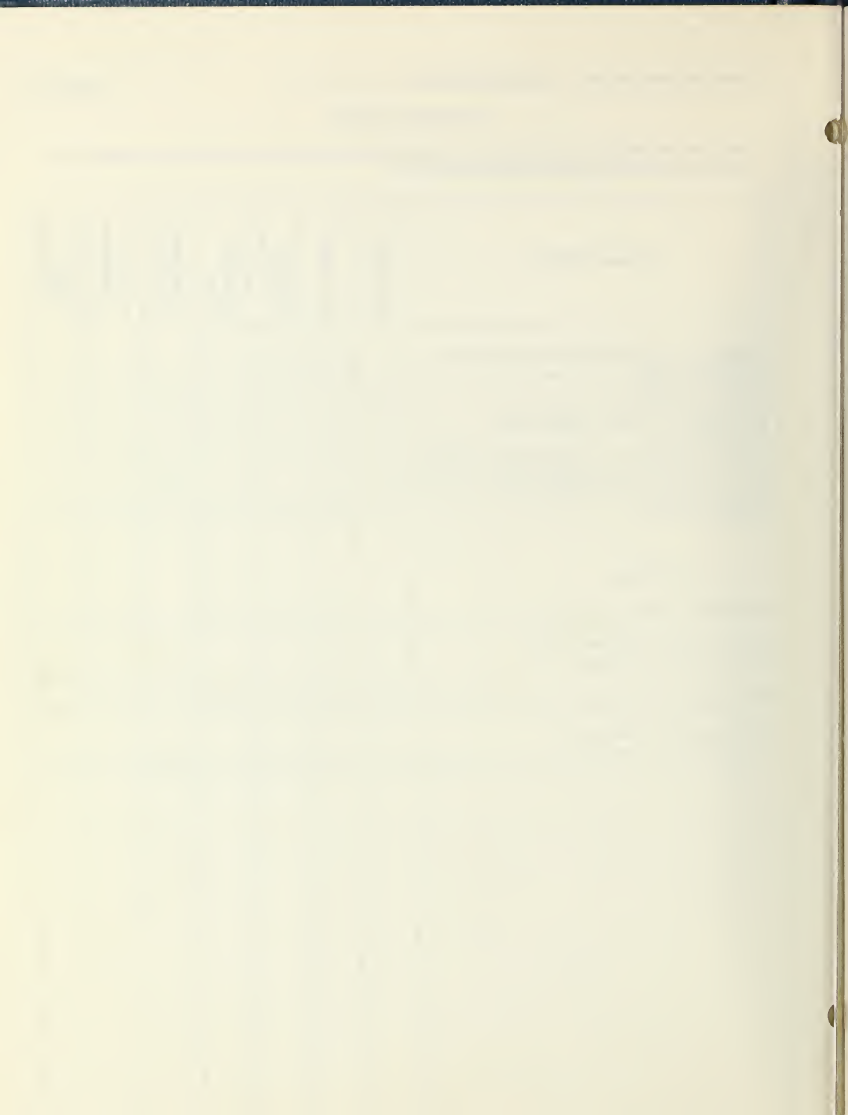
Name and Affiliation	General Public	Older Consumer	Low Income Older Person	Minority Older Person	Private Agency Representative	Public Agency Representative	Nutrition Project Council Representative
Anderson, Mary,		x					
Barbash, Cecile, Retired		x					
Butler, Leontine, AARP		X			x		
Brown, Frances, Glide Sr. Center		x			x		
Bruenn, Elizabeth, Self-Help Elderly	x *					x	
Cain, Art, AARP, Bethany Center		x			x		
Campbell, Neela	x						
Carroll, Carrie, North-Point AARP		x			x		
Cashmere, Marcellee, Ambulatory Health		x	x	x		x	
Chambers, Peter	x						
Cheetham, Winifred No. of Mkt. Sr.Org.		x	x		x		
Clay, Charles, MC. of Mkt. Sr. Org.	x *						
Cook, Cleo, AARP					x		
Davis, Archie		x	x	x			
Deady, Sr. Begnina		x	x				
Fairley, Lincoln, S.F.Health Pl.Council		x			x		
Follis, Bruce, Lutheran Care	x				x		
Gaines, Ben AARP		x			x		
Gonzales, Robert S.		x	x	x			
Grundel, Vera, Comm. Coll.; Nurses Assn.		x			x		
Gutierrez, Mario, No. of Mkt. H.C.	x *				x		
Harwood, Evelyn		x					
Humeston, Evelyn, AARP		x			x		
Incerti, Winifred Haight-Ash. Health		x			x		
Kalins, Esther B.		x					
Kalkman, Marion E.		x					
Knox, Walter ABAG		x	x		x		
Knowles, Betty - Self Help for the Aging		x	x		x		
Lange, Tracy UOP Dental	x				x		
Laursen, (Bill) William		x					
Ley, Kathleen		x					
Mark, Cecil B.		x					
Mellor, Jean, No. of Mkt. Sr. Org.		x	x		x		
Mendez, Bernice K.		x	x		x		
Miller, Vyola E.O.C.		x		x		x	
Minahan, Joseph Consultant		x			x		
O'Gilvie, O. D.		x	x	x			
Patterson, Dorothy No. of Mkt. Sr. Org		x	x	x	x		
Paulian, Teresa, AARP		x			x		
Pearson, Miriam		x					
Pothier, Wm - S.F. Senior Center	x				x		
* Minority Younger Person							



## ADVISORY COUNCIL

Enter name and affiliation of council member and indicate (✓) area of representation. More than one column may be checked for each council member. Identify Chairman by (\*)

Name and Affiliation	General Public	Older Consumer	Low Income Older Person	Minority Older Person	Private Agency Representative	Public Agency Representative	Nutrition Project Council Representative
<u>Riskin, Dr. Alexander Retired M.D.</u>		x					
<u>Sasselli, Marie</u>		x					
<u>Sodlacek, Bertha</u>	x						
<u>Tacata, Florence</u>	x *				x		
<u>Tcm, Henry S. Ret. YMCA Dir.</u>		x		x			
<u>Torrenza, Jack</u>		x	x				
<u>Ward, Clarissa, S. F. Senior Law Center</u>		x				x	
<u>Warren, Maggie, St. Luke's; Com. Concerns</u>	x				x	x	
<u>Wolf, Virginia, Salvation Army</u>		x			x		
<u>Zabala, Enrica</u>		x	x	x		x	
<u>Officers</u>							
<u>Cranshaw, W. Earl, President</u>		X	x	x			
<u>Mellor, Jean, Vice President</u>							
<u>No. of Mkt. Sr. Org.</u>		x	x		x		
<u>Ayala, Doris, Secretary</u>		x	x	x			
<u>Van Raam, Ida, Treasurer</u>							
<u>Glide Senior Center</u>		x	x		x		



## ADVISORY COUNCIL SUPPLEMENTARY INFORMATION

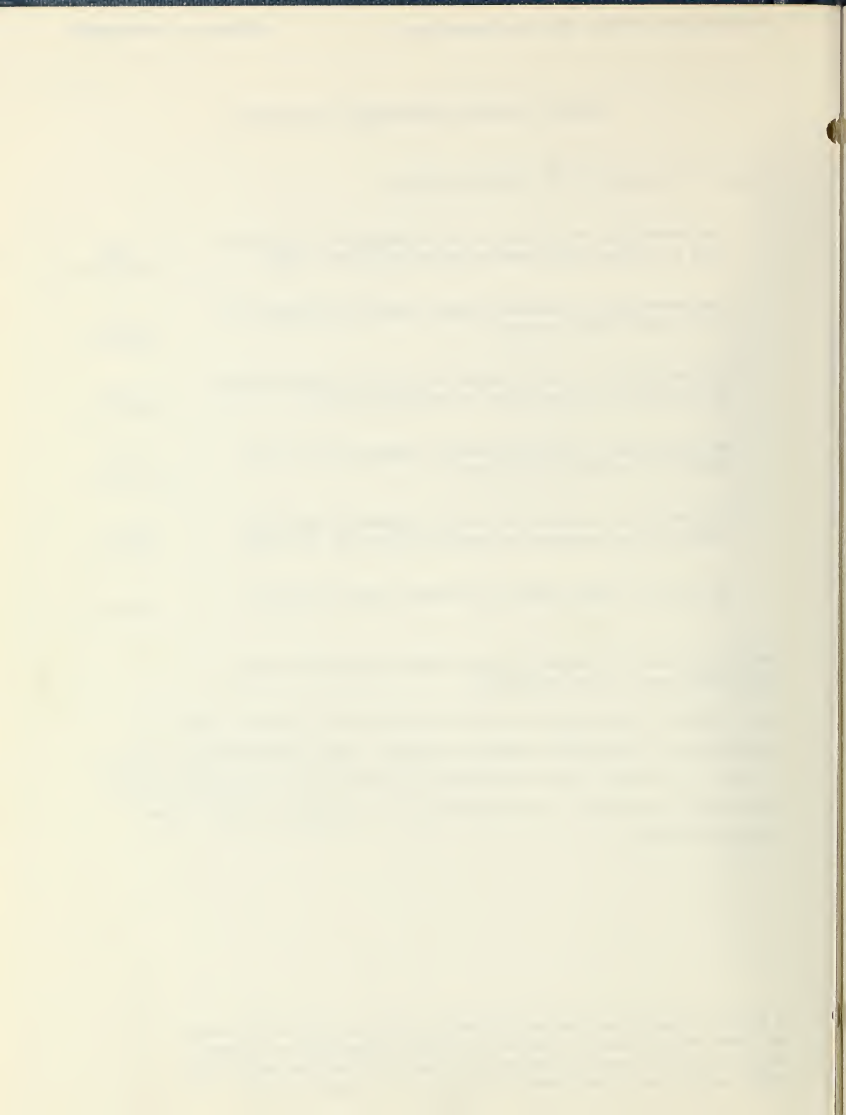
Provide information on the following items:

The percentage of persons in the planning and service area aged 60 or over with incomes below the poverty level.	<u>16%</u>
The percentage of Advisory Council members identified as low income* older persons.	<u>31%</u>
The percentage of persons aged 60 or over in the planning and service area identified as minority persons.	<u>23%</u>
The percentage of Advisory Council members 60 and over identified as minority persons.	<u>18%</u>
The percentage of Advisory Council members 60 and over identified as consumers of services under the area plan.	<u>80%</u>
The period of appointment of Advisory Council members.	<u></u>

Specify any plan to change Advisory Council membership during the budget year of this Area Plan.

The Community Advisory Council structure and function will be formalized to allow for broad community representation and input. It will be brought into conformance with State and Federal guidelines and directives. Estimated date - December, 1975. (See Objective #10).

\* Federal regulations Section 903.48(c) state that low income refers to those incomes which are below the current Department of Commerce, Bureau of Census poverty threshold unless the State Plan establishes other definition of low income (State Plan Attachment II-10).



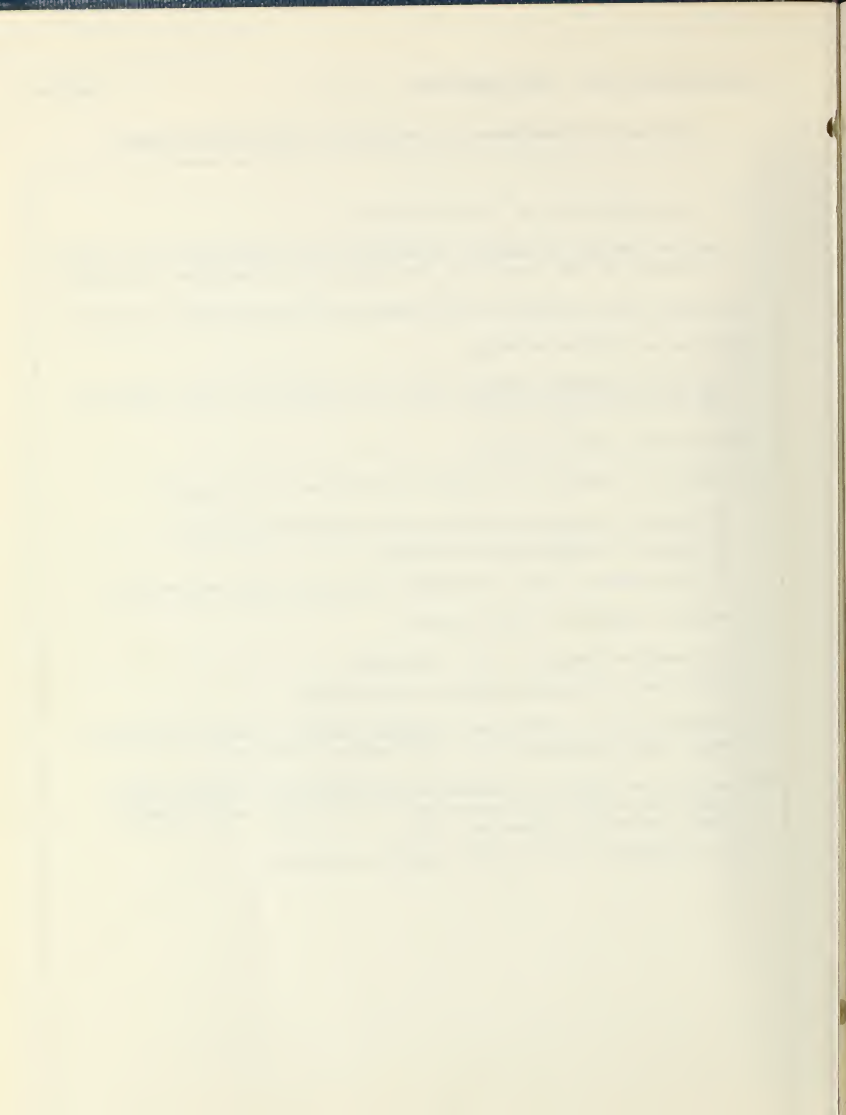
**STATEMENT OF RESPONSIBILITIES ASSIGNED TO THE ADVISORY COUNCIL**

The responsibilities of the CAC are to:

- 1) advise the AAA on matters relating to the development and administration of the area plan, and operations conducted thereunder
- 2) consult with the AAA on all aspects of the functions of the AAA
- 3) focus on problem solving
- 4) see that consumers and providers are involved in all phases of the AAA planning process.

Additionally, the CAC will:

- 1) advise the SFCOA on a) overall priorities of the aged;
  - b) specific separate problems and recommend solutions
  - c) specific neighborhood problems
  - d) the views of older consumers and agency representatives.
- 2) Provide feedback to the AAA on:
  - a) possible changes in the area plan
  - b) how well specific programs are working.
- 3) Recommend to the SFCOA new programs which it feels are necessary, either city-wide or in particular districts.
- 4) Assist the SFCOA in disseminating information needed either city-wide or in particular districts through senior groups, clubs, churches, agencies, etc.
  - a) recommend solutions for specific problems.



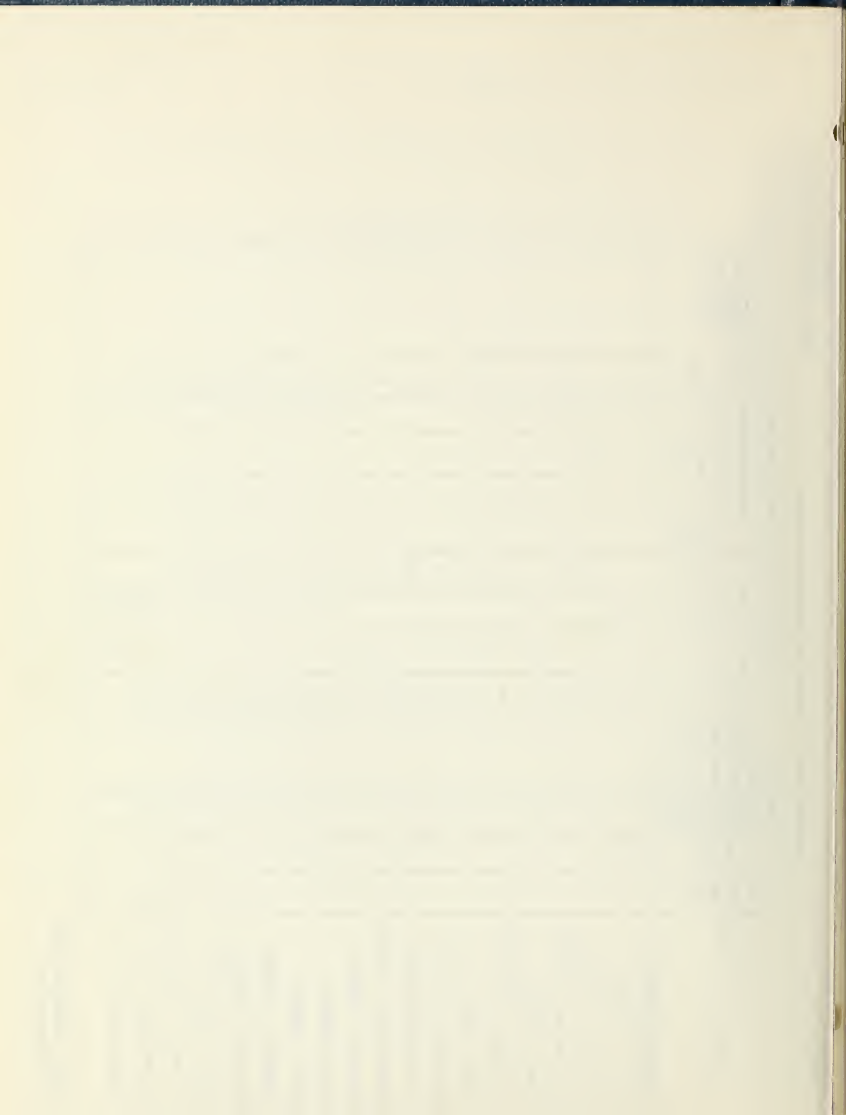


## PROPOSED STAFFING PLAN FOR THE AREA AGENCY ON AGING

1. Identify Each Position Individually, By Descriptive Title	2. Num- ber of Hours Per Week	3. Percent Of Time			4. If Position Is Currently Filled, Indicate (X) If Staff Member Is				5. If Position Is Not Currently Filled, Indicate Proposed Date When Position Will Be Filled					
		Pro- gram Plan- ning	Devel- opment Of Action Programs	Sub- ordi- nate Gap- Filling Re- sources	Sex	Age	Racial-Ethnic Composition							
							Male	Female	Under 60	60 or Over	Ameri- can Indian	Negro	Spanish Lan- guage	Orien- tal
<u>Commissioners</u>		X	X	X										
Agnos, Arthur		X	X	X	X		X					X		X
Armada, Ariston					X		X							
Fellhauer, Martin					X	X								
Kimp, Mattie					X		X							
Knowles, Theodore					X			X						X
Lane, Elsa					X	X		X						
Majewsky, Adolfo					X			X			X			X
McCabe, William					X			X						
Mendelsohn, Peter					X			X						X
Murphy, Regina					X	X		X						X
Ong, George					X			X				X		
Peet, Edward					X			X						
Rheiner, Conard					X			X						X
Thomson, David					X			X						X
Fixa, John F. **					X			X						X
Freehof, Louis **					X			X						X
Lowenberg, W.J. **					X		X	X						X
Guralnick, M. *					X	X		X						X

\*New Commissioner

\*\* Terminated



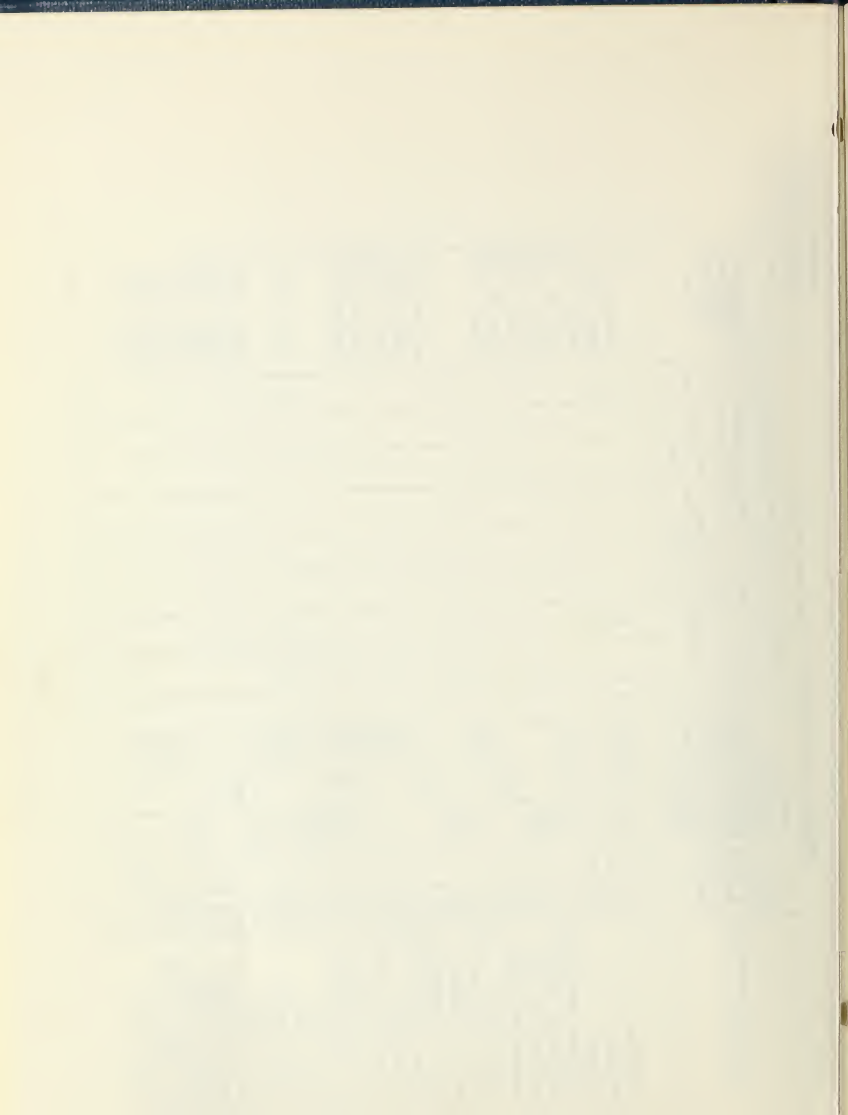
PERSONNEL PLAN FOR THE AREA AGENCY ON AGING

1 Identify Each Position Individually By Department Title	2 Number of Hours Per Week	3 Present Duties			4 If Position is Currently Filled, Indicate (✓) If Staff Member Is			5 If Position is Not Currently Filled, Indicate Proposed Date When Position Will Be Filled			
		Development Program	Supervision	Coordination of Un- tapped Existing Service Sources	Sex	Age	Racial Ethnic Composition	Amer- ican Indian	Negro	Spanish Language	Other
Ex-Officio Commissioners		✓	✓	✓							
Pacific Heights Community College Azevedo, Alfred					Male	Under 60		✓			✓
Dept. of Public Health Braff, Erwin					Male	Under 60					✓
San Francisco Housing Authority Robinson, Effie					Female	Under 60			✓		
Public Guardian Shea, Con					Male	Under 60					✓
Recreation and Park Dept. Thomas, Elean					Female	Under 60			✓		
Dept. of Social Services Umino, Rod					Male	Under 60					✓



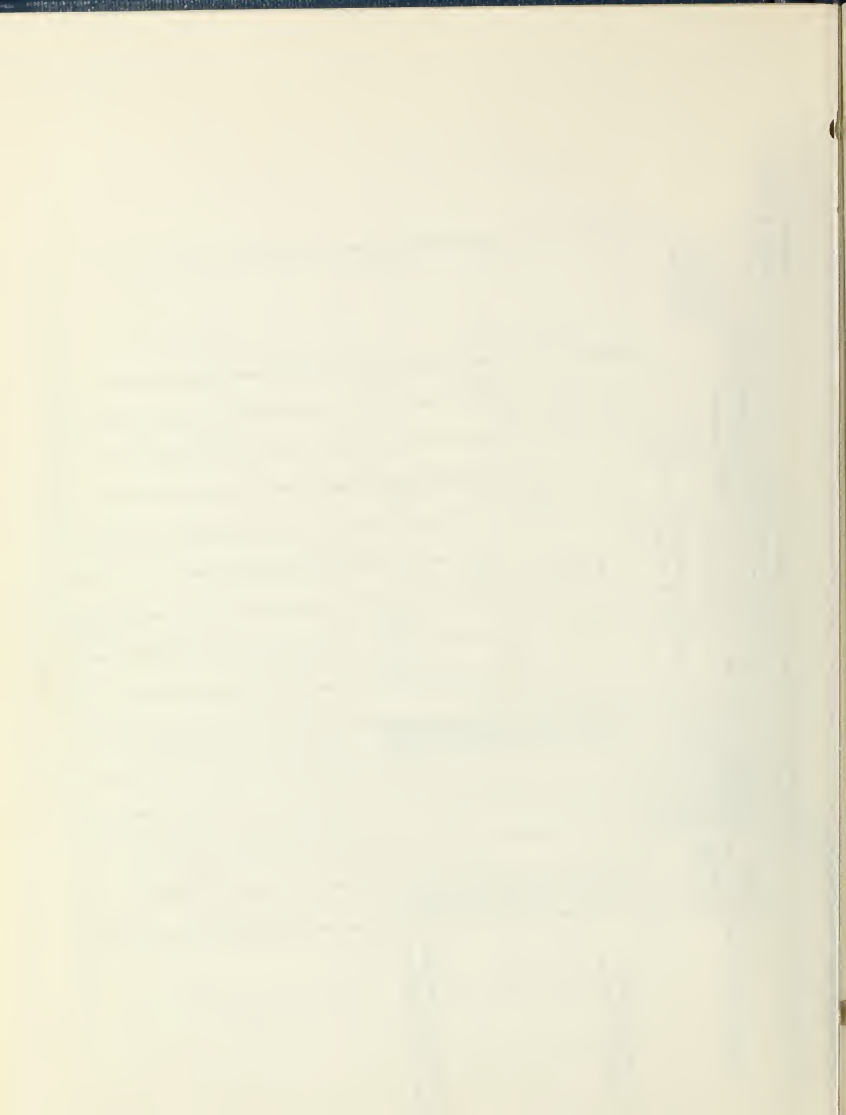
## PROPOSED STAFFING PLAN FOR THE AREA AGENCY ON AGING

1. Identify Each Position Individually, By Descriptive Title	2. Number of Months Planning Week	3. Percent Of Time			4. If Position is Currently Filled, Indicate (X) If Staff Number Is			5. If Position is Not Currently Filled, Indicate Proposed Date When Position Will Be Filled							
		Development Of Action Programs	Coordi- nation of the De- partment Existing Services	Sup- porting Gap Filling Services	Sex	Age	Racial/Ethnic Composition								
							Male		Female	Under 60	60 or Over	Amer- ican Indian	Negro	Spanish Language	Orien- tal
Director	40	30	30	20	X	X									March, 1975
Deputy	40	20	20	30	X	X									May, 1975
Planner	40	100	20	50	X	X									July, 1975
Program Developer	40	35	35	30											August 1975
Education Coor.	40	100	30	30											August 1975
Evaluation Coor.	40	100	35	35											July, 1975
Community Devel.	40	100	100												July, 1975
I & R Coor.	40	30	30	40	X	X									August 1975
Asst. to Director	40	100	30	40	X	X									June, 1975
Sec'y to Comm.	40	100	100												
Legis. Advocate	40	-	-	-											August 1975
Trans. & Sup. Coor	40	-	-	-											July 1975
Dispatcher	40	-	-	-											Oct., 1975
Equip.&Cont. Off.	40	-	-	-											August 1975
Account Clerk	40	20	20	60											August 1975
Sr. Clerk Steno	40	20	30	50											"
Transcriber	40	100	100												"
Clerk Steno	40	66	66	34											"
Clerk Typist	40	-	-	-											"
Clerk Steno	40	100	100												June 1975
Clerk Steno	40	-	-	-											Aug. 1975
Student Intern	40	100	100												Aug. 1975
Student Intern	40	-	-	-											Sept. 1975
Volunteer Coor.	40	100	100												June 1975
I/R Staff 7 FTE	40	-	-	-											July 1975
Program Spec.	-	70	-	-											Aug. 1975



PROPOSED STAFFING PLAN FOR THE AREA AGENCY ON AGING

1. Identify Each Position Individually, By Descriptive Title	2. Num- ber of Hours Per Week	3. Percent Of Time				4. If Position Is Currently Filled, Indicate (x) If Staff Member Is				5. If Position Is Not Currently Filled, Indicate Proposed Date When Position Will Be Filled																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										
		Development Of Action Programs		Sup- porting and Gap- Filling Services	Sex	Age	Racial/Ethnic Composition																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
		Pro- gram Plan- ning	Coordi- nation of the Use of Un- tapped Existing Services				Male	Female	Under 60		60 or Over	Ameri- can Indian	Negro	Spanish Lan- guage	Orien- tal	Other																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
Community Rep.	20	%	%	%																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																





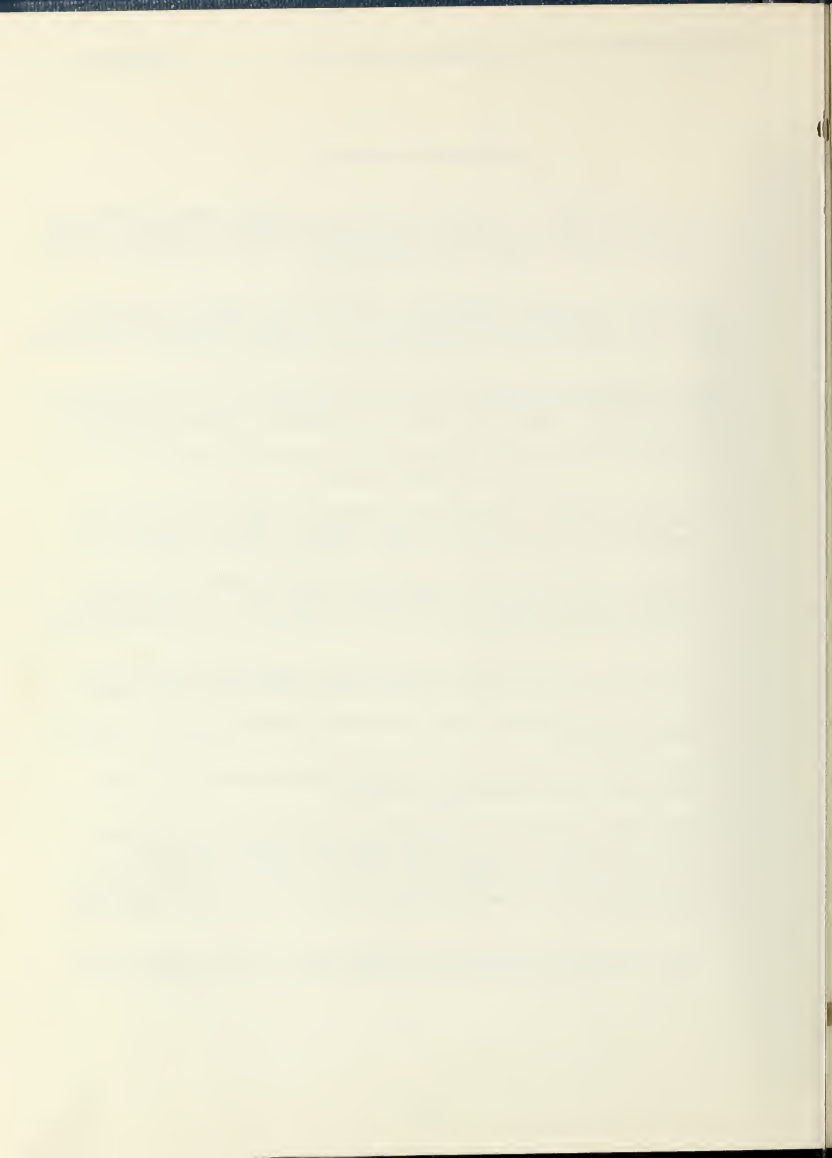
## AFFIRMATIVE ACTION PLAN

It will be the policy of the AAA to recruit and appoint qualified individuals for employment based on factors of merit without regard to race, age, ethnic background, religion, sex, sexual orientation or other such factors which have no demonstrated relationship to job performance.

Since one of the primary objectives of the AAA is to remove the barriers to economical and personal independence of the over 60 population, this agency will provide opportunities for employment and volunteer activities with special attention being given to low income persons over the age of 60.

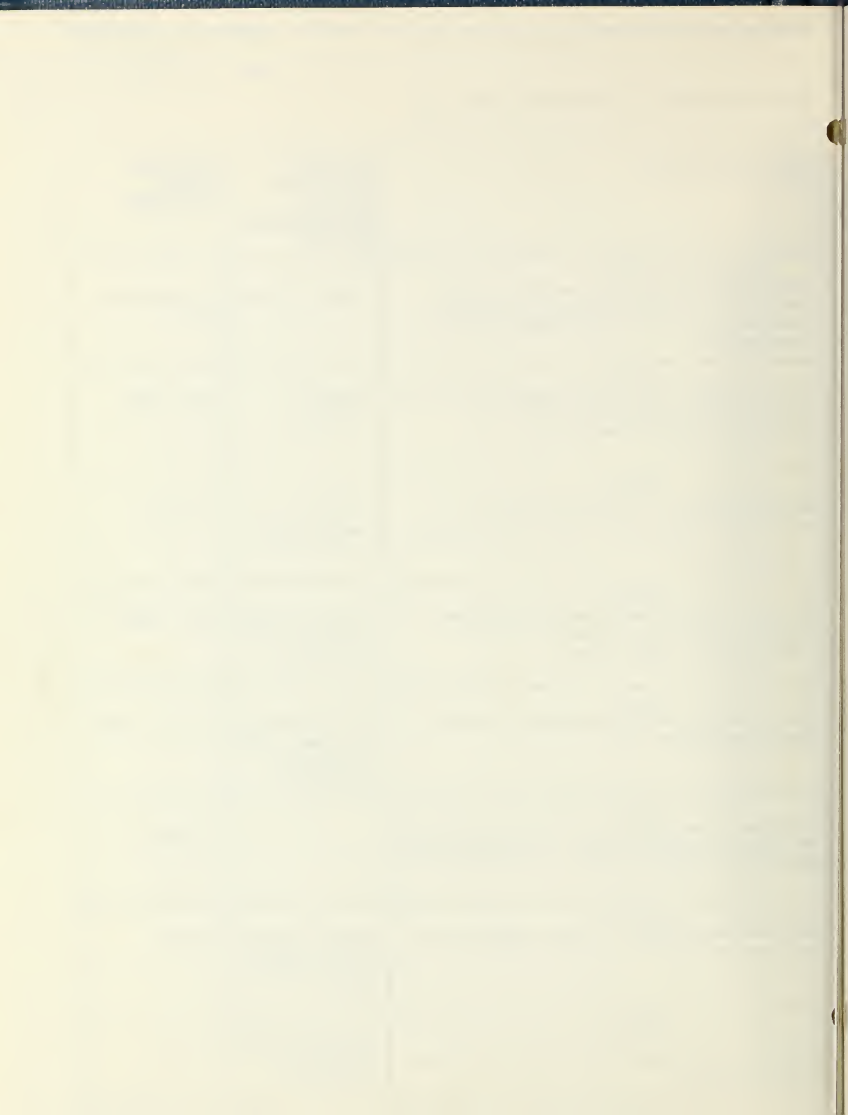
This affirmative action plan shall be pursued subject to the requirements of the merit employment system of the City and County of San Francisco and will be administered in ways which further the principles of equal opportunity:

1. The AAA will continue to encourage equal employment opportunity in all of its policies affecting staffing of the AAA.
2. It will include the principles of affirmative action within personnel management such as training employee-employer relations, research, job structure and classification, career mobility and pay structure.
3. It will inform individuals of employment opportunities through public newspaper advertisement including neighborhood and ethnic publications, through community based organizations and agencies, and through employee organizations and programs.
4. It will also notify recruiting sources and request that these sources actively recruit and refer minority elderly for all positions listed.
5. It will encourage applications from women, cultural and racial minorities, and the elderly.
6. The Agency will encourage the identification and eradication of all barriers to equal opportunity employment.
7. Selection techniques will be subject to continuous review to insure that they conform to Civil Service affirmative action guidelines. Although all staff positions of the AAA are in the classified service of the Civil Service Commission of the City and County of San Francisco, every effort will be made within that system to insure equal employment opportunity.
8. There will be full utilization of skills which employees bring to their work, including opportunities for training and the development of new skills.

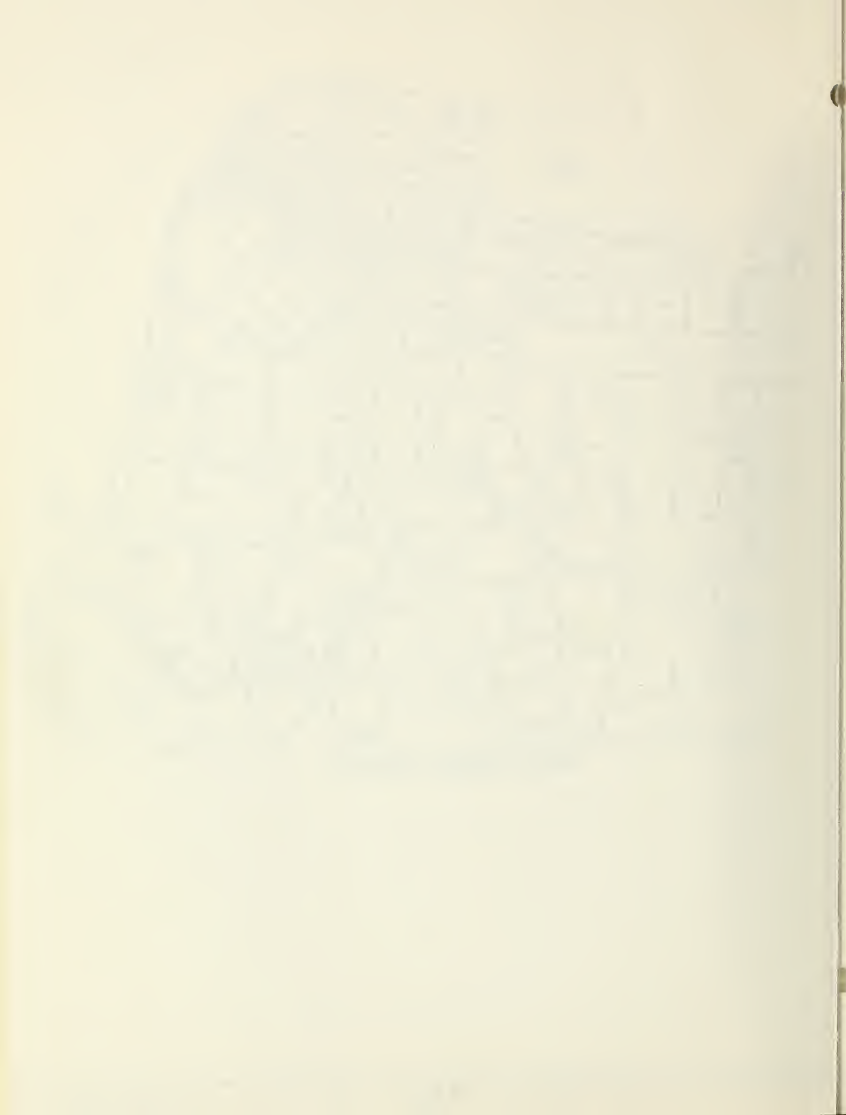


## MAJOR ACTION STEPS IN AFFIRMATIVE ACTION PLAN

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
<b>EXHIBIT C-7 STEP 1</b> Advertise employment opportunities in local publications, including minority and ethnic newspapers; notification of agencies and organizations	Deputy Director	As vacancies occur
<b>STEP 2</b> Utilize group bulletins and club publications to recruit and encourage applications from minority low income elderly	Community Developer	July, 1975
<b>STEP 3</b> Make every effort in selection process to insure equal employment for all staff positions	Executive Director and Deputy Director	On going
<b>STEP 4</b> Research, identify and attempt to eradicate barriers to employment of minority low income minority older persons	Deputy Director and Human Rights Commission	Oct., 1975
<b>STEP 5</b> Offer opportunities for developing new skills (Upward career mobility)	All Administrative Dept. Heads & Education Coordinator	October, 1975
<b>STEP 6</b> Encourage career mobility with opportunities for increased pay and advancement for employees who demonstrate improved skills		On-going
<b>STEP 7</b> Continue encouragement of equal opportunity as vacancies may occur	Deputy Director and all Supervisory Personnel	On-going
<b>STEP 8</b> Continue to evaluate effectiveness of affirmative action plan	Evaluation and Human Rights Commission	On-going



**SECTION D: CHARACTERISTICS OF THE PLANNING AND SERVICE AREA**











## DEMOGRAPHIC CHARACTERISTICS OF PERSONS AGED 60 OR OVER IN PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction Within Planning and Service Area	2. Total Population in Area	3. Total Number of Persons Aged 60 or Over in Area	4. Percentage of Persons Aged 60 or Over in Area				5. Number of Persons Aged 60 or Over in Area, by Racial-Ethnic Composition					6. Number of Persons Aged 60 or Over with Income Below Poverty Level
			60-64	65-69	70-74	75 & Over	American Indian	Negro	Spanish Language	Oriental	Other	
Area #6 City and County of San Francisco	715,673	140,550	19*	25*	19*	27*	under 100	12,400	18,600	14,000	6,800	25,820

(Attach Continuation Sheet, As Needed)

DATA DERIVED FROM 1973 MID-CENSUS ESTIMATE, CALIFORNIA STATE DEPARTMENT OF FINANCE AGE 55 and over



Table 96. General Characteristics of Persons of Spanish Language or Spanish Surname for Areas and

### Places: 1970—Continued

[Data based on sample, see text. For minimum base for derived figures (percent, median, etc.) and meaning of symbols, see text.]

Standard Metropolitan Statistical Areas  
Places of 50,000 or More  
(Central Cities)

Urban Balance

Urbanized Areas  
Places of 50,000 or More

Places - Con.

RiversideSacramentoSalinasSan BernardinoSan DiegoSan FranciscoSan JoseSan LeandroSan MateoSanta AnaSanta BarbaraSanta Clara

AGE

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages

Under 5 years

5 to 9 years

10 to 14 years

15 to 19 years

20 to 24 years

25 to 29 years

30 to 34 years

35 to 39 years

40 to 44 years

45 to 49 years

50 to 54 years

55 to 59 years

60 to 64 years

65 to 69 years

70 to 74 years

75 years and over

Under 18 years

18 years and over

All ages

Total, all ages</



Total Population of San Francisco  
by Ethnic Group

	1970 <sup>1/</sup>	Percent of total	1973 <sup>2/</sup>	Percent of total
Total	715,674	100.0	681,200	100.0
White excluding Spanish American	425,510	59.5	361,300	53.0
Black	96,078	13.4	99,000	14.5
White Spanish American <sup>3/</sup>	85,676	12.0	90,400	13.3
Chinese	58,696	8.2	64,800	9.5
Filipino	24,694	3.5	38,000	5.6
Japanese	11,705	1.6	11,800	1.7
American Indian	2,900	0.4	3,100	0.5
Korean	1,216	0.2	2,900	0.4
Other Nonwhite	9,199	1.3	9,900	1.5
Total Spanish American <sup>3/</sup>	101,901	14.2	113,400	16.6
Puerto Rican	3,667	0.5	3,800	0.6

<sup>1/</sup> U.S. Census 1970

<sup>2/</sup> Total from California Department of Finance. Ethnic group populations are Employment Development Department estimates.

<sup>3/</sup> Spanish American refers to all persons of Spanish language and/or Spanish surname regardless of race.



Black Population of San Francisco  
by Age and Sex

	<u>1970</u> <sup>1/</sup>	<u>1973</u> <sup>2/</sup>
Total	96,078	99,000
Males	46,767	47,900
under 14	14,115	13,200
14-15	1,933	1,900
16-17	1,857	1,900
18-21	3,249	3,200
22-44	14,590	16,700
45-54	5,290	5,400
55-64	3,239	3,300
65 and over	2,172	2,300
Females	49,311	51,100
under 14	14,087	12,900
14-15	2,176	2,000
16-17	1,663	2,100
18-21	3,607	3,500
22-44	15,630	17,800
45-54	5,761	6,000
55-64	3,678	3,900
65 and over	2,748	2,900

<sup>1/</sup> U.S. Census 1970. Total, male and female are from 100 percent count. Age distribution is based on sample and may not add to totals due to sampling variability.

<sup>2/</sup> Employment Development Department estimates.





Chinese Population of San Francisco  
by Age and Sex

	<u>1970</u> <sup>1/</sup>	<u>1973</u> <sup>2/</sup>
Total	58,696	64,800
Males	30,084	32,700
under 14	6,908	6,900
14-15	1,242	1,300
16-17	1,312	1,400
18-21	2,374	2,200
22-44	8,862	10,100
45-54	3,698	4,100
55-64	3,017	3,200
65 and over	2,912	3,500
Females	28,612	32,100
under 14	6,470	6,600
14-15	1,216	1,200
16-17	1,306	1,400
18-21	2,528	2,300
22-44	9,550	11,500
45-54	2,972	3,600
55-64	2,523	2,700
65 and over	2,186	2,800

<sup>1/</sup> U.S. Census 1970. Total, male and female are from 100 percent count. Age distribution is based on sample and may not add to totals due to sampling variability.

<sup>2/</sup> Employment Development Department estimates.



State of California  
Employment Development Department  
Northern California Employment Data and Research

Filipino Population of San Francisco  
by Age and Sex

	<u>1970<sup>1/</sup></u>	<u>1973<sup>2/</sup></u>
Total	24,694	38,000
Males	12,938	19,300
under 14	3,412	4,500
14-15	448	700
16-17	422	600
18-21	824	1,000
22-44	4,000	6,100
45-54	962	1,800
55-64	1,925	2,300
65 and over	1,430	2,300
Females	11,756	18,700
under 14	3,138	4,100
14-15	456	700
16-17	456	700
18-21	984	1,300
22-44	4,885	8,100
45-54	1,187	1,800
55-64	691	1,400
65 and over	343	600

<sup>1/</sup> U.S. Census 1970. Total, male and female are from 100 percent count. Age distribution is based on sample and may not add to totals due to sampling variability.

<sup>2/</sup> Employment Development Department estimates.



ate of California  
 Employment Development Department  
 Northern California Employment Data and Research

Japanese Population of San Francisco  
 by Age and Sex

	<u>1970<sup>1/</sup></u>	<u>1973<sup>2/</sup></u>
Total	11,705	11,800
Males	5,114	5,200
under 14	1,115	1,000
14-15	161	200
16-17	162	100
18-21	358	200
22-44	2,058	2,000
45-54	918	900
55-64	332	300
65 and over	492	500
Females	6,561	6,600
under 14	1,095	1,000
14-15	152	100
16-17	134	100
18-21	396	300
22-44	3,192	3,100
45-54	1,018	1,000
55-64	403	400
65 and over	522	600

<sup>1/</sup> U.S. Census 1970. Total, male and female are from 100 percent count. Age distribution is based on sample and may not add to totals due to sampling variability.

<sup>2/</sup> Employment Development Department estimates.



American Indian Population of San Francisco  
by Age and Sex

	<u>1970</u> <sup>1/</sup>	<u>1973</u> <sup>2/</sup>
Total	2,900	3,100
Males	1,453	1,600
under 14	452	500
14-15	63	3/
16-17	60	3/
18-21	158	100
22-44	456	500
45-54	117	100
55-64	86	3/
65 and over	60	3/
Females	1,447	1,500
under 14	433	400
14-15	57	3/
16-17	55	3/
18-21	117	100
22-44	479	500
45-54	134	100
55-64	92	3/
65 and over	78	3/

<sup>1/</sup> U.S. Census, 1970.

Total, male and female are from 100 percent count.  
Age distribution based on statewide figures.

<sup>2/</sup> Employment Development Department estimates.

<sup>3/</sup> Less than 100.





Korean Population of San Francisco  
by Age and Sex

	<u>1970</u> <sup>1/</sup>	<u>1972</u> <sup>2/</sup>
Total	1,216	2,900
Males	518	1,400
under 14	150	400
14-15	17	2/
16-17	18	3/
18-21	30	3/
22-44	235	600
45-54	35	3/
55-64	16	3/
65 and over	17	2/
Females	698	1,500
under 14	176	400
14-15	21	3/
16-17	19	3/
18-21	47	2/
22-44	342	700
45-54	45	3/
55-64	25	2/
65 and over	23	3/

<sup>1/</sup> U.S. Census, 1970.

Total, male and female are from 100 percent count.  
Age distribution based on statewide figures.

<sup>2/</sup> Employment Development Department estimates.

<sup>3/</sup> Less than 100.



Other Nonwhite Population of San Francisco  
by Age and Sex

	<u>1970</u> <sup>1/</sup>	<u>1972</u> <sup>2/</sup>
Total	9,199	9,900
Males	4,670	4,900
under 14	1,453	1,400
14-15	186	200
16-17	191	200
18-21	426	400
22-44	1,830	2,000
45-54	301	300
55-64	144	200
65 and over	140	200
Females	4,529	5,000
under 14	1,529	1,500
14-15	190	200
16-17	182	200
18-21	406	400
22-44	1,599	1,900
45-54	334	400
55-64	162	200
65 and over	126	200

<sup>1/</sup> U.S. Census, 1970.  
Total, male and female are from 100 percent count.  
Age distribution based on statewide figures.

<sup>2/</sup> Employment Development Department estimates.



Total Spanish American Population of San Francisco<sup>1/</sup>  
by Age and Sex

	<u>1970</u> <sup>2/</sup>	<u>1973</u> <sup>3/</sup>
Total	101,901	113,400
Males	49,190	54,600
under 14	13,892	13,900
14-15	1,799	2,000
16-17	1,624	1,800
18-21	3,504	3,900
22-44	16,401	19,600
45-54	4,676	5,000
55-64	3,885	4,300
65 and over	3,409	4,100
Females	52,711	58,800
under 14	13,275	13,300
14-15	2,066	2,100
16-17	1,968	2,100
18-21	4,035	4,400
22-44	17,510	20,700
45-54	5,577	6,000
55-64	4,265	4,900
65 and over	4,015	5,300

1/ Spanish American refers to all persons of Spanish language and/or Spanish surname.

2/ U.S. Census 1970. All figures are based on sample information.

3/ Employment Development Department estimates.

## NEEDS OF PERSONS AGED 60 OR OVER IN PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction Within Planning and Service Area	2. Total Number of Persons Aged 60 or Over in Area	Percent of Persons Aged 60 or Over in Area With Identified Need							
		Income	Health	Housing	Employment	Nutrition	Transportation		%
Area #6 City and County of San Francisco	140,550	59	62	25	10	24	43		%





METHODOLOGY AND CRITERIA USED TO DETERMINE THE PERCENT  
OF PERSONS AGED 60 OR OVER IN AREA WITH IDENTIFIED NEED

Need: Income

Methodology and Criteria Used:

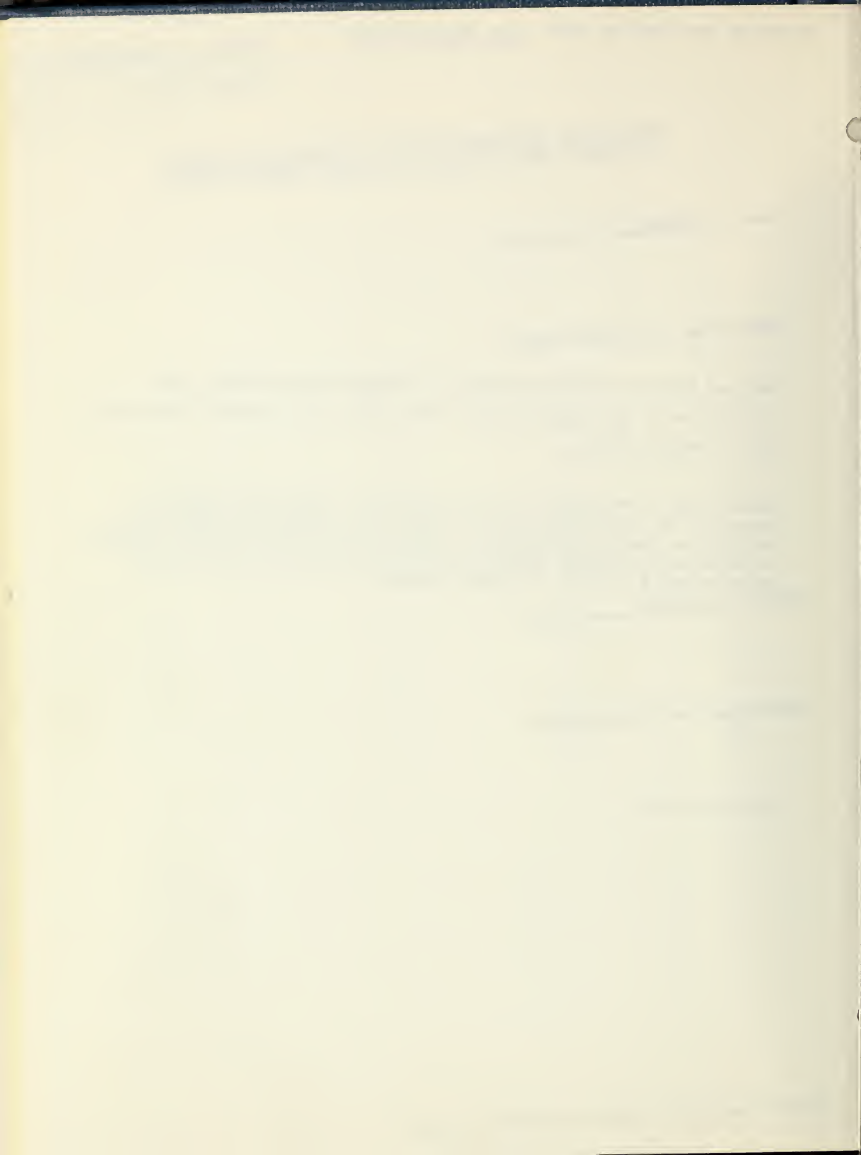
Derived from "A Planning Report of Target Areas, Needs, and  
Priorities of the Aging in San Francisco", Dr. Shepard Associates,  
Inc. - August 1973.

Above report was used, U. S. Census data, literature search,  
inventory of agencies consumer samples, a planning model of the  
California State Commission on Aging, interviews with 200 seniors  
in needs and consumer survey, public hearings held in district  
neighborhoods by APAA to assess needs.

Need: Health

Methodology and Criteria Used:

SAME AS ABOVE



METHODOLOGY AND CRITERIA USED TO DETERMINE THE PERCENT  
OF PERSONS AGED 60 OR OVER IN AREA WITH IDENTIFIED NEED

Need: Housing

Methodology and Criteria Used:

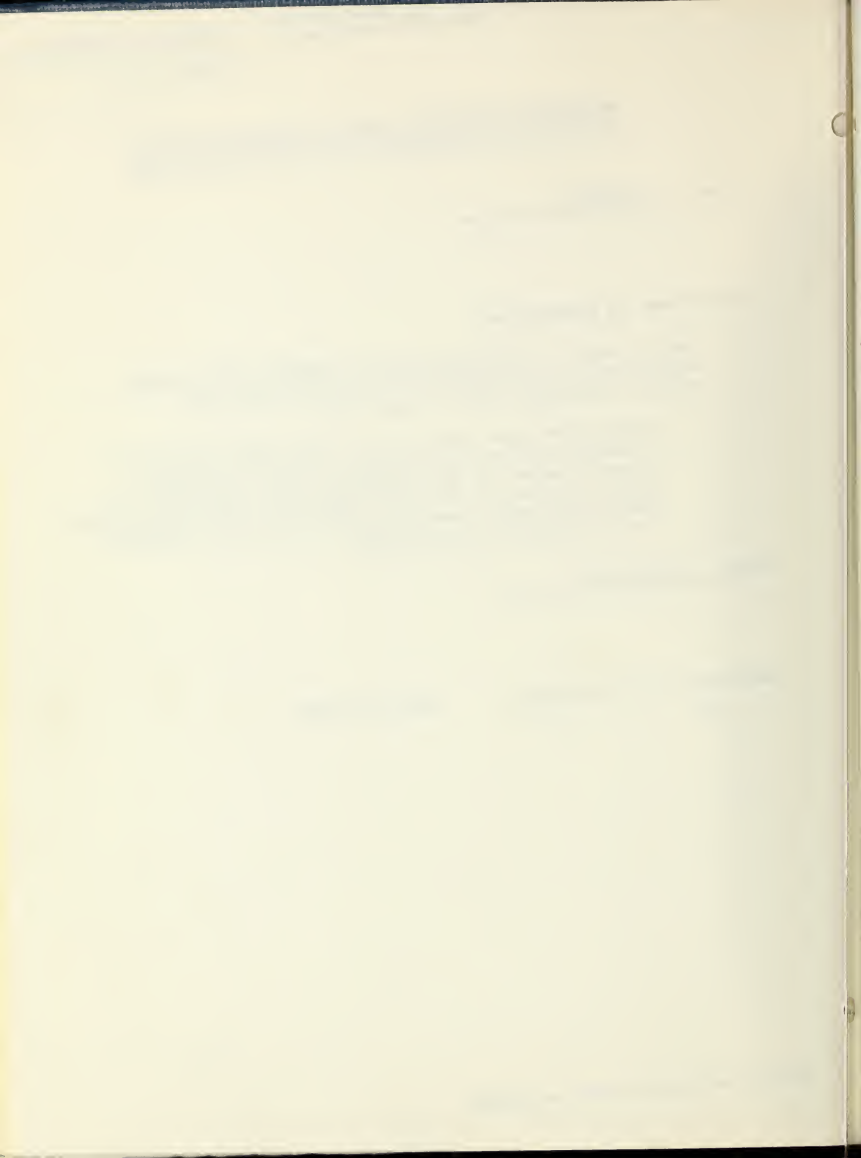
Derived from "A Planning Report of Target Areas, Needs,  
and Priorities of the Aging in San Francisco", Dr.  
Shepard Associates, Inc. - Aug. 1973.

Above report was used, U. S. census data, literature  
search, inventory of agencies, consumer samples, a  
planning model of the California State Commission on  
Aging, interviews with 200 seniors in a need and consumer  
survey and public hearings held in district neighbor-  
hoods by APAA to assess needs.

Need: Employment

Methodology and Criteria Used:

SAME AS ABOVE.



METHODOLOGY AND CRITERIA USED TO DETERMINE THE PERCENT  
OF PERSONS AGED 60 OR OVER IN AREA WITH IDENTIFIED NEED

Need: Nutrition

Methodology and Criteria Used:

Derived from "A Planning Report of Target Areas, Needs, and  
Priorities of the Aging in San Francisco", Dr. Shepard Assoc-  
iates Inc. - Aug. 1973

The above report was used, U. S. census data, literature  
search, inventory of agencies, consumer samples, a plan-  
ning model of the California State Commission on Aging,  
interviews with 200 seniors in a need and consumer survey  
and public hearings held in district neighborhoods by APAA  
to assess needs.

Need: Transportation

Methodology and Criteria Used:

SAME AS ABOVE



METHODOLOGY AND CRITERIA USED TO DETERMINE THE PERCENT  
OF PERSONS AGED 60 OR OVER IN AREA WITH IDENTIFIED NEEDNeed: SOCIALIZATION

## Methodology and Criteria Used:

Socialization is accepted as a given adjunct to all programs and is, in fact, the primary need of all elderly persons. This need is not limited to income, ethnic group, health or housing status.

Need: \_\_\_\_\_

## Methodology and Criteria Used:





ESTIMATE OF IMPACT ON IDENTIFIED NEED

Provide the following information.

The total number of 60 and over persons in the planning and service area.

140,550

The total number of 60 and over persons with low incomes\* in the planning and service area (PSA).

25,820

The total number of 60 and over minority persons in the planning and service area.

33,444

In the space below set forth the percentage and number of persons 60 and over with identified need in the following categories (based on information provided in Exhibit D-3).

CATEGORY OF NEED	PERCENTAGE OF PERSONS 60+ IN PSA WITH IDENTIFIED NEED	NUMBER OF PERSONS 60+ IN PSA WITH IDENTIFIED NEED
INCOME	<u>59%</u>	<u>82,925</u>
HEALTH	<u>62%</u>	<u>87,141</u>
HOUSING	<u>25%</u>	<u>35,138</u>
EMPLOYMENT	<u>10%</u>	<u>14,055</u>
NUTRITION	<u>24%</u>	<u>33,732</u>
TRANSPORTATION	<u>43%</u>	<u>60,437</u>
OTHER:		
SOCIALIZATION	<u>100%</u>	<u>140,550</u>
	<u>%</u>	<u></u>
	<u>%</u>	<u></u>
	<u>%</u>	<u></u>
	<u>%</u>	<u></u>
	<u>%</u>	<u></u>
	<u>%</u>	<u></u>

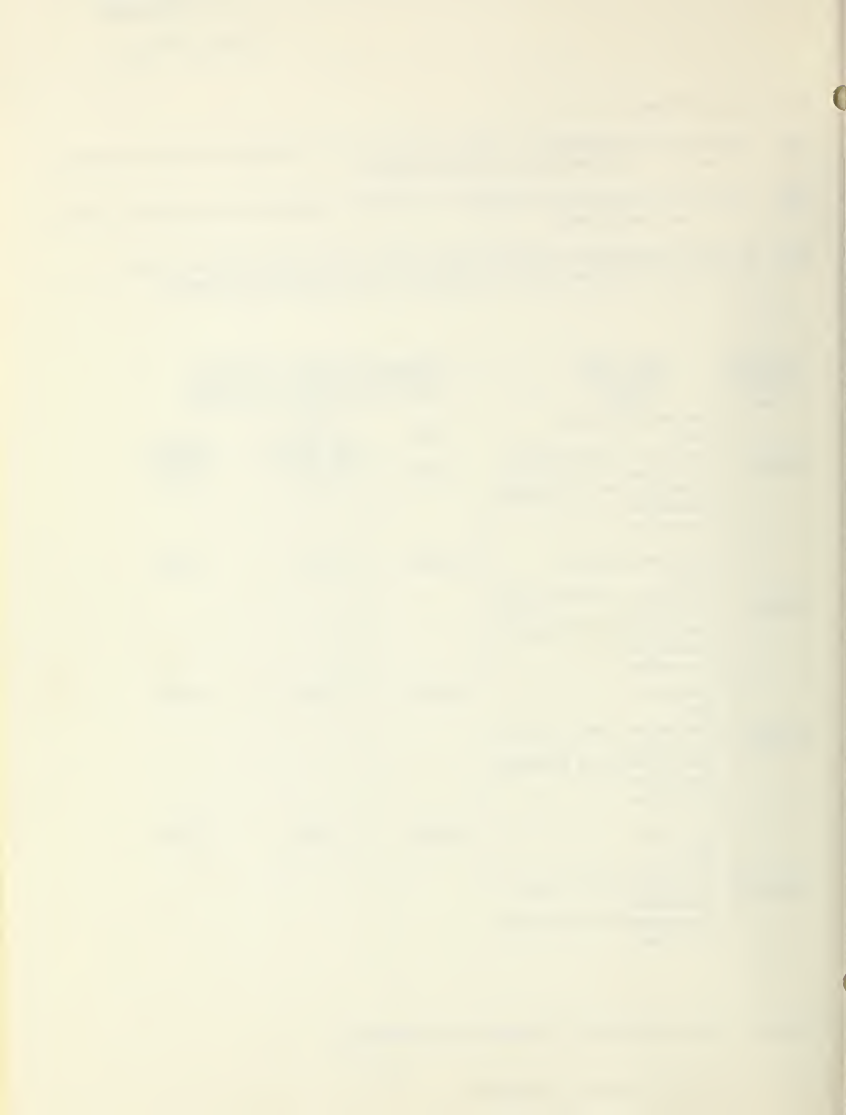


In the space below:

- (a.) Identify the categories of need in which it is anticipated that activities planned in this area plan will have impact;
- (b.) Identify the area plan activity or activities planned to have impact on the identified need; and,
- (c.) Estimate the number of persons upon whose needs there will be impact, including 60+ persons with low income\* and 60+ minority persons.

CATEGORY OF NEED (a.)	AREA PLAN ACTIVITY (b.)	ESTIMATED NUMBER OF PERSONS WHOSE NEEDS WILL BE IMPACTED (c.)		
		60+	60+ WITH LOW INCOME*	60+ MINORITY
<u>INCOME</u>	Outreach and SSI I&R	45,608	10,328	13,378
	Pooling of Local & Natl Resources			
	Coordination of Existing Resources			
	Education			
<u>HEALTH</u>	Outreach and SSI I & R	21,785	6,455	6,689
	Pooling of Local & Natl Resources			
	Coordination of Existing Resources			
	Education			
<u>HOUSING</u>	Outreach I&R	10,541	6,455	8,361
	Pooling of Local & Natl. Resources			
	Coordination of Existing Resources			
	Education			
<u>NUTRITION</u>	Outreach I&R	11,806	7,746	10,033
	Education			
	Pooling of Local & Natl Resources			
	Coordination of Existing Services			

\* SEE LOW INCOME DEFINITION IN EXHIBIT C-4 SUPPLEMENT



(CONTINUED)

Page 3 of 3

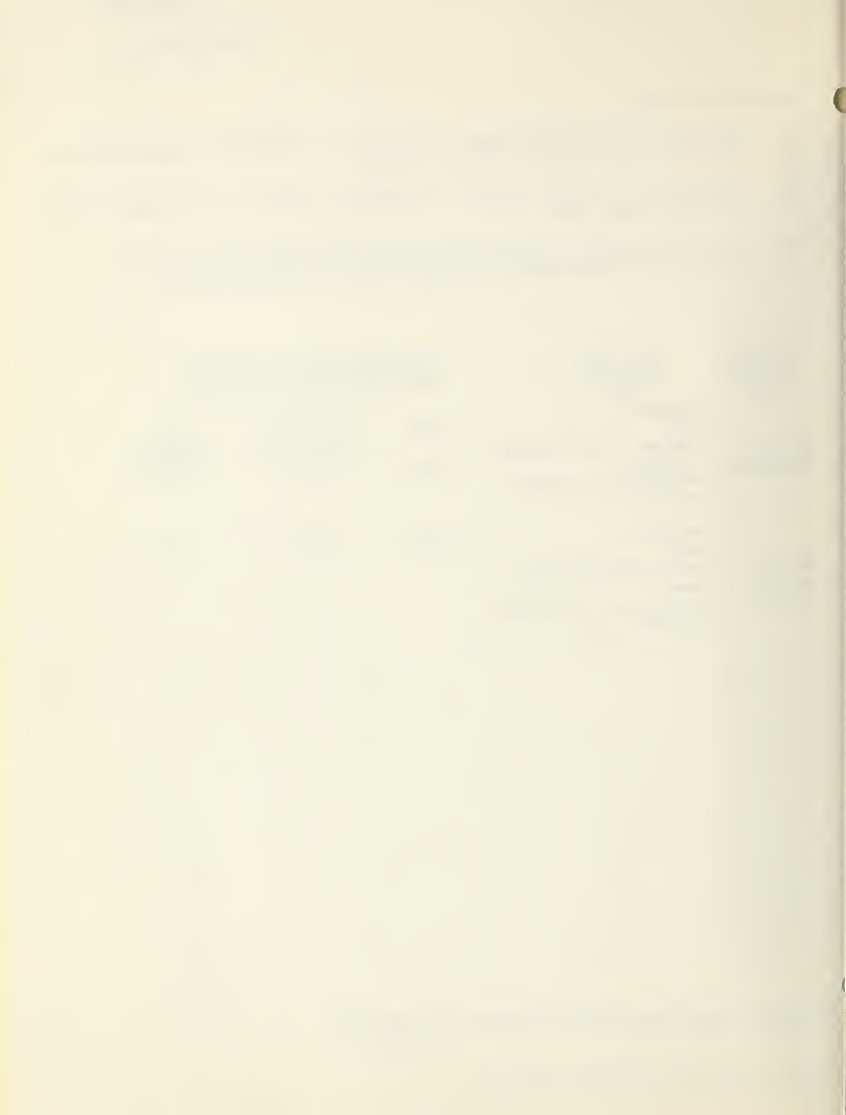
In the space below:

- (a.) Identify the categories of need in which it is anticipated that activities planned in this area plan will have impact;
- (b.) Identify the area plan activity or activities planned to have impact on the identified need; and,
- (c.) Estimate the number of persons upon whose needs there will be impact, including 60+ persons with low income\* and 60+ minority persons.

CATEGORY OF NEED (a.)	AREA PLAN ACTIVITY (b.)	ESTIMATED NUMBER OF PERSONS WHOSE NEEDS WILL BE IMPACTED (c.)		
		60+	60+ WITH LOW INCOME*	60+ MINORITY
<u>TRANS- PORTATION</u>	Outreach			
	I&R	60+		
	Pooling of Local Transp. Resources	18,131	7,746	8,361
	Coordination of Exist. Services			
<u>SOCIAL- IZATION</u>	Outreach	20,000	7,746	8,361
	I&R			
	Establishment of Equip. Bank			
	Coordination of Existing Services			

\* SEE LOW INCOME DEFINITION IN EXHIBIT C-4, SUPPLEMENT

(Attach Continuation Sheets as Needed)





## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public	Private	3. Types of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Requiring Such Services
City and County of San Francisco	Adult Homemakers	x		Home Assistance	Welfare Clients	N.R.
	Adult Literacy Cntr		x	Leisure time	Must speak English	N.R.
	Aid to Visually Handicapped		x	Info & Ref.	None	N.R.
	Alcoholism Clinic		x	Health	None	N.R.
	Alenany Activity Cntr	x		Health	None	N.R.
	Alenany Adult School	x		Education	None	N.R.
	Ambulatory Health		x	Home Assistance	None	420/month
	Am. Cancer Society		x	Home Assistance	None	N.R.
	Am. Indian Center		x	Info. & Ref	None	N.R.
	Am. Red Cross		x	Emerg. Assist.	None	N.R.
	Anchor Rescue Mission	x		Food Service	None	30/week
	Arthritis Foundation		x	Health	Must have arthritis	N.R.
	Better Business Bureau		x	Legal & Advocacy Services	None	N.R.
	Blindcraft (Lighthouse)		x	Employment	Blind	45/week
	Blue Cross		x	Health	None	N.R.

(Attach Continuation Sheets as Necessary)

\* No Record





INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction in Planning and Service Area	2. List Agencies Having Jurisdiction Over Person 60 and Over	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presently Being Served
	Bridgeway House	x	x	Counseling- Alcoholism	None	N.R.
	Calif. Epilepsy Soc.	x	x	Health	None	5/week
	Calif. League for Handicapped	x	x	Health	Must be blind	250/week
	Calif. Legis. Coun for Older Amer.	x	x	Legal Advocacy	Must be over 55 years	N.R.
	Calif. Med. Clinic for Psychotherapy	x	x	Psychiatric Counseling	None	N.R.
	Calif. Podiatry College	x	x	Podiatry	None	N.R.
	Calif. Ret. Teachers Assoc	x	x	Info. & Ref.	Retired teachers	N.R.
	Calif. Rural Legal Assistance	x	x	Legal Advocacy	None	N.R.
	Calif. State Dept. of Rehab.	x	x	Employment	None	N.R.
	Calif. State Employ	x	x	Employment	None	N.R.
	Calif. State Univ. Extension	x	x	Education	None	N.R.
	Central City Poverty Program	x	x	Employment	None	N.R.

(Attach Continuation Sheet, if Necessary)



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major and/or District in Planning and Service Area	2. List Agencies Having Responsibility for Persons 60 and Over	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presently Being Served
	Easter Seal Soc.	x	x	Health	Need	N.R.
	E.O.C. of S.F.	x		Info & Ref.	None	N.R.
	E.D.D. (Employ. Dev. Dept)	x		Meals	Need	N.R.
	Emergency Hosp. Service	x		Medical	Need	N.R.
	Emergency Poisons Control Center	x		Medical	Need	N.R.
	Everyman's Free Clinic		x	Medical	Need	N.R.
	Eye Screening Clinic		x	Medical	Need	N.R.
	Fair Employment Practices Comm	x		Employment	Need	N.R.
	Family Relations Bureau		x	Social Serv.	Need	N.R.
	Family Service Agency	x		Social Serv.	Need	N.R.
	Family Welfare Bureau (Salvation Army)	x		Social Serv.	Need	N.R.

(Although Certification Shows as Necessary)



INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Services for Persons 60 and Over	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presently Being Served
City and County of San Francisco	Fishline		(X)	Counseling	Need	N.R.
	Food Stamp Field	X		Food Sources	Low Income	N.R.
	Port Help		X	Counseling	Drug, alcohol	N.R.
	Foster Grandparent Project		X	Employment	Over 60	19 wk
	Friendly Visitors		X	In Homes Asst	Over 60	53 wk
	Fed. Employees		X	Services (Emp)	60 or over	N.R.
	Franciscan		X	Info. & Ref	All Ages	35 wk
	Friends Outside		X	Counseling	Prisoners families	N.R.
	Garden Hospital		X	Health	Need	25 wk
	Geriatric Services Program		X	Mental	Need	250 wk
	Glide Sr Center		X	Legal & Advo.	Age 55 or over	100 wk
	Golden Gate Reg.		X	Mental	Retardation	N.R.
	Goodwill Indus.		X	Employment	Handicapped	75 wk
	The Group		X	Food Services	Need	N.R.
	Guide Dogs for the Blind		X	Health	Visually Handicapped	N.R.



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Responsibility for Service to Persons 60 and Over	Public (✓)	Private (✓)	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presently Being Served
	Haight Ashbury Dental Clinic		x	Health	Need	N.R.
	Haight Ashbury #2 Drug Treatment Program	x		Psychiatric	Need	N.R.
	Haight Ashbury Legal Project	x		Legal Advo.	Need	N.R.
	Haight Ashbury Medical Clinic	x		Health	Need	N.R.
	Haight Ashbury Switchboard	x		Info & Ref.	Need	N.R.
	Harbor Emergency Hospital	x		Health	Need	N.R.
	Harbor Light Center (Salvation Army)	x		Info & Ref. Counseling	Need	N.R.
	Harborside Mem. Hosp.	x		Health	Need	N.R.
	Harriet St Day Activity Center (Nursing & Counseling Center)	x		Nursing & Counseling Health	Alcoholic	N.R.
	Health Centers 1, 2, 3, 4, 5,	x		Health	Need	N.R.
	Health Help	x		Home Assist.	Home maker service	N.R.

(Attach Continuation Sheet as Necessary)





## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 65 and Over	3. Type of Services or Resources		4. Eligibility Requirements (if any)	5. Number of Persons Aged 65 and Over Presently Being Served
		Public	Private		
City and County of San Francisco	Heart Association	x	x	Health	Need
	The Henry Chloff House	x		Rehabilitation	Alcoholic
	Holy Family Day Homes	x		Nursing	
	Holy Names Sr Parishioners Club	x		Rehabilitation	Need
	Holy Order of Mams	x		Food Service	None
	Homemakers, Inc.	x		Health	None
	Homemaking Sojourners			In Home Assist.	Aged & Blind
	Housing Authority of S.F.	x		Housing	Low Income
	Holy Innocent Epis. Church	x		Food Service	Low Income, Elderly
	Human Resources Department	x		Employment	Age 55 and over
	Immigration & Naturalization	x		Legal	18 & over and Need
	International Institute	x		Leisure Time	50 yr or over

(Attach Continuation Sheets as Necessary)



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	3. Type of Services or Resources		4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presently Being Served
		Public	Private		
City and County of San Francisco	Industrial Club		x	Adults not under the Influence of drugs or alcohol	40 mo.
	Italian Welfare Club		x	Italian descent	400 yr
	International Inst.		x	Immigrants	50 yr
	Jobs for Older Americans	x		Over 55, low income, under or unemployed	69 wk
	Jewish Family Service Agency		x	Age 60 & up	160 mo.
	Jewish Home for Aged		x	Age 60 & up	350 wk
	Jewish Family Sr Citizens Wkshop		x	Referral by J. F. S.	30 wk
	KABL (call for action)		x	Legitimate Need	35 wk
	Kimochi, Inc		x	None	125 wk
	King Arthur Proj.		x	Alcoholism	N.R.
	Langley Porter neuro-psychiatric Institute	x		Psychiatric	N.R.

(Attach Continuation Sheets as Necessary)



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public (✓)	Private (✓)	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presently Being Served
City and County of San Francisco	La Raza		x	Info & Ref.	Spanish-speaking persons	N.R.
	Legal Assistance Foundation	x		Legal & Advo.	Low Income	N.R.
	Longshoremen's Pension Club		x	Leisure Time	62 or over or disabled	N.R.
	Lutheran Care for Aging		x	Info. & Ref.	Age 55 and over	445 yr
	Marian Visitors		x	In Home Assist.	Visit elderly in homes, care	N.R.
	Mattachine Soc.		x	Info. & Ref.	Counseling Services	N.R.
	McAuley Neuro. Institute		x	Health	None	77 wk
	Mature Temp. Emp.		x	Employment	Need & 55 to 70	N.R.
	Meals on Wheels		x	Food Services	Homebound or lack facilities	200 wk
	Men's Soc. Serv. Center (Sal. Army)		x	Rehabilitation	Alcoholics	N.R.
	Mission Alcoholic Center		x	Rehabilitation	Alcoholics	N.R.
	Mission Emer. Hospital	x		Health	Need	N.R.



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Subdivision within Planning and Service Area	2. List Agencies Having Resources to Serve Person(s) and Other	Public (X)	Private (X)	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons And (3) or Over Presently Being Served
City and County of San Francisco	Mission HRD Cntr	x		Employment	Need	N.R.
	Mission Mntl Hlth	x		Health	Psychiatric	N.R.
	Mission Adult Cen		x	Leisure	Education	N.R.
	Mission Neighborhood Health Cent.	x		Health	Insurance and Income Ambul. and Dental Care	N.R.
	Mission People's Health Center		x	Health	Need	N.R.
	Mission Rebels		x	Food Services	Need	N.R.
	Mt. Zion Hosp.		x	Health	Need - Psychiatric & Clinic	N.R.
	Muni. Small Claims Court		x	Legal & Advo.	Need	N.R.
	Multiple Sclerosis Society		x	Health	None	N.R.
	Muscular Dystrophy Assn		x	Health	Need	N.R.
	Nat. Asso. of Ret. Fed. Empl	x		Legal & Advo	Ret Federal Empl.	N.R.
	Natl Aid to Visually Handicapped	x		Health	Textbooks & reading mat. for people w/sight handicaps	N.R.

(Attach Continuation Sheet as Necessary)





## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public (X)	Private (X)	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Currently Being Served
City and County of San Francisco	Nat'l Council on Aging		X	Employment	Need	N.R.
	Nat'l Council on Alcoholism		X	Health	Alcoholism	N.R.
	Nat'l Sr Cit. Law Project	X		Leg. & Advo.	None	N.R.
	N. Calif. Kidney Foundation		X	Health	None	N.R.
	No. Calif Presby. Home		X	Housing	Low Income - Elderly	N.R.
	No. Cal. Ser. League	X	X	Rehabilitation	Counseling Services	N.R.
	North East Hlth Serx			Health	Need	N.R.
	OBECA/Arriba Juntos		X	Info/ref. Education	Bi-lingual Spanish	N.R.
	Old St Mary's Sr Club		X	Leisure	None	N.R.
	Pac. Heights Adult School	X		Education	None	N.R.
	Pac. Med. Center		X	Health	Need	N.R.
	Podiatry	X		Health	Need	N.R.



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Person 60 and Over	3. Type of Services or Resources		4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presumably Being Served
		Public (X)	Private (X)		
City and County of San Francisco	Planning for Later Years Poison Con. Ctr.	X	X	None	N.R.
	Portola Rec Ctr	X		None	N.R.
	Potrero Hill Neighborhood Hse		X	Need	N.R.
	Psychiatric Emer. Service	X		Psychiatric	N.R.
	Presby Med. Ctr	X		None	N.R.
	Providence Sr Cntr	X		None	N.R.
	Psychiatric Day Center of S.F.		X	Psychiatric	N.R.
	Public Guardian	X		None	700 yr
	Public Health Dept	X		Need	N.R.
	Public Library	X		None	N.R.
	Rafael House		X	Women and Childred	N.R.
	Reality House W.		X	Counseling, Drug Addicts	N.R.
	Retire.Club(Dept. Store Emp. Union)		X	Former Union Member	N.R.

(Attach Continuation Sheets as Necessary)



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Person 60 and Over	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presently Being Served
City and County of San Francisco	Ret. Empl-City & County, S.F.	x	x	Leg. & Advo.	Retired City & Co Empl.	N.R.
	Retirement Jobs	x	x	Employment	Age 55 and over	100 wk
	RSVP	x	x	Leisure Time	Retired	N.R.
	Ralph Davies Med Center	x	x	Health	Need	N.R.
	Salvation Army	x	x	Ntrn-Info & Ref	Need	N.R.
	S.F. Assn Mental Health	x	x	Health	None	N.R.
	S.F. Bay Area Hearing Society	x	x	Health	Hearing Problem	N.R.
	S.F. Hearing & Speech Center	x	x	Health	Need	N.R.
	S.F. Home Health Service	x	x	Health	Need	N.R.
	S.F. Lighthouse for the Blind	x	x	Health	Need	N.R.
	S.F. Neighborhood Legal	x		Legal	Need	N.R.
	S.F. TB & Hlth Assn	x		Health	Need	N.R.



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presently Being Served
City and County of San Francisco	Self Help for the Aging		X	Leg. & Advoc	Low Income, 50 and over	N.R.
	Self Help for the Elderly		X	Info. & Ref.	Need - Food Program	N.R.
	Soc. Sec. Admin.	X		Info. & Ref.	Need	N.R.
	Soc. for Prevention of Blindness.			Health	Need	N.R.
	Stepping Stone		X	Rehabilitation	Alcoholism	N.R.
	Suicide Prevention		X	Rehabilitation	Drug users	N.R.
	St. Anthony		X	Food Service	Need	N.R.
	Telegraph Hill Neighborhood Assn		X	Counseling	Services to all Ages	N.R.
	Telephone Pioneers of America		X	Leisure Time	55 and over	N.R.
	Tenants Pioneers of America		X	Leisure Time	Need	N.R.
	Tenants Org. for Orderly Renewal		X	Leg. & Advo.	Aged Poor	N.R.





## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Age 60 and Over Actually Served
City and County of San Francisco	Travelers Aid Soc. Of J.F.	x	x	Info. & Ref.	All Ages	N.R.
	Tuberculosis Assn	x	x	Health	Need	N.R.
	Third Baptist Sr Center	x	x	Leisure	None	N.R.
	The Heritage	x	x	Housing	Nursing Care	N.R.
	United Japanese Community Services	x	x	Info. & Ref.	None	N.R.
	United Bay Area Crusade	x	x	Info. & Ref.	None	N.R.
	U.C. Adult Educ. Center	x	x	Leisure	Over 18	N.R.
	U.C. School of Dentistry	x	x	Health	Full dental care	N.R.
	UOP School of Dentistry	x	x	Health	Dental Care	N.R.
	U.C. Medical Center	x	x	Health	Need	N.R.
	Urban Indian Health Clinic	x	x	Health	Need	N.R.
	Utility Workshop	x	x	Work program	Elderly handicapped	N.R.

(Attach Continuation Sheets as Necessary)



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public (✓)	Private (✓)	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presently Being Served
City and County of San Francisco	Veterans Adminis	x		Info. & Ref.	Veterans	N.R.
	Visiting Nurses Assoc.		x	Health & In Home Assist.	Need of Help.	2160 yr
	Volunteer Bureau		x	Leisure Time	None	N.R.
	Volunteer Action Welfare Rights		x	Leg. & Advo. Services	Disabled, Needy	N.R.
	Volunteers In Service To Am.		x	Volunteers	Work to alleviate poverty	N.R.
	Volunteers of America		x	Clothing	Need	N.R.
	Western Instit. of Human Resces.		x	Health	Alcoholic	N.R.
	Westside Comm. Mental Hlth Cen.		x	Health	Need	N.R.
	Westside Crisis Center		x	Health	Need	N.R.
	Yerba Buena Sr Center	x		Leisure Time	Over 60	120 wk

(Attach Continuation Sheet as Necessary)

## SENIOR CITIZEN GROUPS

<u>Name</u>	<u>Mailing address</u>	<u>Person to Contact</u>
Amer Assn of Ret. Persons S.F. Chapter # 99	1851 - 35th Ave. S.F. Ca. 94122	Mr. Joseph Gateley 731-1532
Aquatic Pl. Cntr, S.F. Sr. Mon., Fri., Sun. 9am - 4pm	890 Beach (ft of Polk) S. F. Ca. 94109	Exec Dir. W.R.Pothier 775-1866
Assn. of Retired Persons S.F. Chapter 1032	P.O. Box 27383 S.F. Ca. 94127	Col. M.A. Fellhauer 585-4451
Bayview Hunters Pt. Sr. Citizens	1400 Palou Ave. S.F., Ca. 94124	Ms. Mattie Kimp, Admin Scty 822 - 5255 Sam Moore, Pres.
Booker T. Washington Community Serv. Ctr. (Miss Toshi Koba)	800 Presidio Ave. S.F., Ca. 94115	F.L. Crawford, Exec Dir 921 - 4758
Ca. Ret. Teachers Assn S.F. Div.	591 28th Ave. S.F., Ca. 94121	Mrs. Marie Roache Chairperson of Comm. at present 221 - 8786
Calvary Presby. Sr. Ctr	Calvary Presby. Church 2515 Fillmore St. S.F., Ca. 94115	Rev. Wm. Auld, Dir. 346 - 3832
Canon Kip Community Hse	705 Natoma St. S.F., Ca. 94103	Mr. Eugene Coleman Exec. Dir. 861 - 6801
Chinese Sr. Citizens Assn	832 Kearny St. S.F., Ca. 94108	Mr. Way Lew, Exec. Dir. 362-6075
Consultant in Gerontology	1618 - 27th Ave. S.F., Ca. 94122	Mr. Louis Kuplin 661 - 4446
Downtown Sr. Ctr. Branch Mon - Sat. (not Sun.) 9-4	465 O'Farrell St. S.F., Ca. 94102	Ms. Lillian T. Bell, Dir. 771-1585
Filipino-Amer. Sr. Citizen Center, Inc.	3208 Mission St. S.F., Ca. 94110	Mrs. Mercedes Ante Proj. Dir. 285 - 2076
First Baptist Church Sr. Group	First Baptist Church 21 Octavia St. S.F., Ca. 94102	Rev. John McRae, Dir. 863 - 3382
Fortnighters of First Congregational Church	432 Mason St. S.F., Ca. 94102	Mrs. Roma Penny Pres. 392 - 7461
Fraternal Order of Eagles Golden Gate Aerie # 61	c/o Mr. R. Beswick 631 46th Ave. S.F., Ca. 94121	Mr. Richard Beswick 751 - 7297
Fraternal Order of Eagles	65 Hermann S.F., Ca. 94102	Mr. Jack Torrenza State Organizer 431 - 4134

## SENIOR CITIZEN GROUPS

Page 2 of 11

<u>Name</u>	<u>Mailing Address</u>	<u>Person to Contact</u>
Glide Memorial Church Sr. Center	330 Ellis St. S.F., Ca. 94102 771 - 6300	Frances Brown 771-0226
Grand Lodge Free and Accepted Masons of Calif.	1111 Calif. St. S.F., Ca. 94108	Edward H. Siems Grand Secty 776 - 7000
Greyhound Retirees Club 26 7th St., S. F., Ca.	Francis T. O'Donnell 536 Leavenworth St. S.F., Ca. 94109	F. T. O'Donnell 474 - 1018
Hearing-Impaired Sr. Ctr. of S.F.	Salvation Army Citadel 95 McCoppin St. S.F., Ca. 94103	Brig. W.L. Longdon 431 - 4348
The Heritage	3400 Laguna St. S.F., Ca. 94123	James N. Mann, Admin. 567 - 6900
Jewish Home for the Aged	302 Silver Ave. S. F., Ca. 94112	Sidney Friedman, Exec.Dir. J.A.Levine-Assoc. Dir. 334 - 2500
Jones Memorial Homes, Inc.	1640 Steiner St. S.F., Ca. 94115	Robert Hunt, Mgr. 346 - 4850
Kimochi, Inc. 563 - 5626	1531 Webster St. Rm. 10 S.F., Ca. 94115	Ms. Noriko Oura Co-program Dir.
Korean Sr. Center	Korean Methodist Church 1123 Powell St. S.F., Ca. 94108	Rev. Song 781 - 2908
Latin Amer. Nat'l Sr. Citizens Assn.	#1 3550 Army St. #2 1156 Valencia 1101 O'Farrell St. S.F., Ca. 94109	Mr. Louis A. Quijano 824-9973 Mrs. G. Cashion 448-0276 A. C. Bangert, Exec. Dir. 923 - 7770
Lutheran Care for the Aging		
ILWU Pensioners, S.F. Bay Area 776 - 8100	Longshoreman's Hall 400 N. Point St. S.F., Ca. 94133	Wm. Rutter, Pres. 474 - 0300
Madonna Residence	Now at 270 McAllister (w/be moving soon)	Miss E. Leary, Mgr. 621 - 2882
Manilatown Center	832 Kearny St. S.F., Ca. 94108	Mr. Joaquin Legaspi 362 - 6075
Martin Luther Tower	1001 Franklin St. S.F., Ca. 94109	Frank Dowdell, Mgr. 928 - 7770
Mission Neighborhood Ctrs. Inc.	362 Capp St. S.F., Ca. 94110	Esteban Contreras, Ex.Dir. 826 -2727 or 826 -0440

Montefiore Brohood Way Ctr	655 Brotherhood Way S.F., Ca. 94132	Mrs. Stella Goldman 334 - 7474
Montefiore Presidio Ctr.	3200 Calif. St. S.F., Ca. 94118	Mrs. Erma Sparer, Dir 921 - 13275
Mission Sr. Citizens Ctr, Inc	2225 Mission St. S.F., Ca. 94110	Mrs. Julia Mercado 648 - 1063
Nat'l Assn of Ret Fed Employees	c/o Mrs. Peiper (home) 1624 31 Ave. S.F. 94122	Mr. F. Fischeli, Pres. Chap 65 566 - 0932
Nat'l Assn. of Ret. & Veteran RR - Employees	% Ms Lora Nagle 227 Alpha St. S.F. Ca. 94134	Mrs. Lora Nagle, Actg. Sec. 467 - 6647
Native Daughters of the Golden West	2850 Vicente St. S.F. Ca. 94116	Ms. H.C. McCarthy, Grand Marshall 362 - 4127
Native Daughters of the Golden West Home	555 Baker St. S.F. Ca. 94117	Mrs. M. Landacre, Mgr 921 - 9829
Sons of the Golden West 414 Mason No. of Market Sr. Organization	St., S.F., Ca. 94102 121 Leavenworth St. Rm. 200 S.F. 94102	L. Pellandini, Sec 392 - 1223 885 - 2274 Mrs. J. Mellor, Pres.
Order of Sons of Italy in America	5051 Mission St. S.F. Ca. 94112	Mr. R.G. de Rocili Grand Recording Secty. 586 - 1316
Pacific Service Employees Assn. Pac. Gas & Elec. Co.	245 Market St. S.F. Ca. 94106	Mr. E.R. Pederson Exec. Secty. 731-4211 Ext. 1082
Protestant Episcopal Old Ladies Home	2770 Lombard St. S.F. Ca. 94123	V. Stacy, Exec. Dir. 346 - 6300
Retired Emp. of the City and County of S.F. (6000)	1482 - 23rd Ave. S.F. Ca. 94122	Mr. D. Kavanaugh, Pres. 395 - 1970 or 664- 5227
Retirees Club, Dept. Store Emp. Union 1100	1345 Mission St. S..F. Ca. 94103	Mrs. Marion Sills, Pres. 863 - 3590 or 363-3823
Russian Amer. Nurses Assn. of S.F.	651 - 37th Ave. S.F. Ca. 94121	Mrs. Lydia Zentzoff 752 - 5746
St. Francis Assisi	610 Vallejo St. S.F. Ca. 94133	Fr. Salvado Jolson 421 - 4095
S.F. Senior Center S.F., Ca. 94109	890 Beach St. Maritime Museum Bldg.	Mr. W. Pothier, Exec Dir 775 - 1866
Self Help for the Aging	55 5th St. S.F. Ca., 94103	391 - 1560
Self Help for the Edlerly Chinatown	3 Old Chinatown Lane S.F., Ca. 94108	Mr. Sam Yuen, Dir. 982-9171
Sequoias	1400 Geary Blvd. S.F., Ca. 94109	Mr. G. Wm. Bevan Admin. 922 9700

Teamsters Union Local 35 Retirees Club	973 Valencia St. S. F., Ca. 94110	Mr. Wm. H. Neihan, Pres 648 -9666
Telegraph Hill Neighborhood Assn. Meets daily - lunch service	660 Lombard St. S. F., Ca. 94133	Peter Gibb, Dir. 421 -6443
Telephone Pioneers of America	c/o Mrs. B. Rock 445 Bush St. # 102 S.F., Ca. 94108	Mrs. Beverly Rock Sec. Treas. 542 - 7053
Travelers Aid Society of S.F.	38 Mason St. S.F., Ca. 94102	Ms. Cathleen Greene 781 - 6738
Union Oil Alumnae Union Oil Co. of Calif.	c/o Mr. R.J.Calloway	Mr. R.J.Calloway, Mgr. Ind. Relatns 362 - 7600 or 956 -7600 Mktng Dept
University Mound Ladies Home	350 University St. S.F., Ca. 94134	Mrs. Katherine Goodrick Admin. 239 - 7621
Visitacion Valley Sr. Ctr 1st & 3rd Wed. every month	66 Raymond Ave. S. F., Ca. 94134	Dr. Cameron Thompson Exec. Dir 467 - 6400
Western Addition Senior Service Center	1234 McAllister S.F., Ca. 94115	Mrs. Vivian W. Williams Prog. Coord. - 921-7030 Mrs. M. Bromfield, Exec. Director

COUNCIL OF CHURCHES/SAN FRANCISCO COMMUNITY COLLEGE DISTRICT  
JOINT PROGRAM

<u>Names</u>	<u>Mailing Address</u>	<u>Persons to contact</u>
Bayview Sr. Center - (Double Rock Baptist Church)	1595 Shafter Ave. S.F. Ca. 94124	- Fay Farrar 822 - 4566 - Tu. 9:00-1:00
Donaldina Cameron House - Wed. Gerri Murphy 392 - 1500	920 Sacramento St. S.F. Ca. 94108	- Ms May Wong 392 - 4768
First Southern Baptist Church Tu. 1:30-3:30	208 Dolores St. S.F. Ca. 94103	- Doris Krauss 861 - 1434
Fortnighters of 1st Cong. - Church, Every other Sat. 12:00-3:00))	432 Mason St. S.F. Ca. 94102	- Mrs. Roma Penny 392 - 7461
Grace Sr. Center - Thurs. 10:00 - 2:30	580 Capp St. S.F. Ca. 94110	- Fay Farrar 282 - 0287
Grace Uni. Meth.Sr. Center Thurs. 11:30 - 3:00))	2540 Taraval S.F. Ca. 94116	- 731 - 3050
Hamilton United Methodist - Church - Wednesdays	1525 Waller St. S.F. Ca. 94117	- Dody Payne 566 - 2416



Ctd.

Council of Churches/San Francisco Community College District  
Joint Programs

Ingleside Presby. Church	1345 Ocean Ave.	
Ingleside Sr. Cit. Lunch Prog.	S.F. Ca. 94112	Mrs. Rheba Hightower
Lincoln Park Presby. Church		
Lincoln Park Sr. Center	- 417 - 31st Ave.	- David Cross
Wednesdays	S.F. Ca. 94121	751 - 1140
Lutheran Church of Our Saviour	- 1011 Gafield St.	- Lizzie Nelson
	S.F. Ca. 94132	586 - 7890
Mission United Presby Sr. Ctr.	- 3261 - 23rd St.	- Doris Krauss
Thursdays	S.F. Ca. 94110	647 - 5156
Presby Church in Chinatown	- 925 Stockton St.	- Geraldine Murphy
Wednesdays	S.F. Ca. 94108	392 - 1500
Ridgeview Methodist Church	- 590 Ieland Ave.	- Lizzie Nelson
Tues. 1:30 - 3:30	S.F. Ca. 94134	239 - 5457
St. Francis Lutheran Church	- 152 Church St.	- David Cross
Thurs. 10:00 - 3:00	S.F. Ca. 94109	861 - 5186
St. Marks Lutheran Sr. Ctr.	- 1111 O'Farrell St.	- Lizzie Nelson
Fridays	S.F. Ca. 94109	928 - 7770
Seventh Ave. Presby. Church	- 1329 - 7th Ave.	- Geraldine Murphy
Thursdays	S.F. Ca. 94122	664 - 2543
Soo Yuen Benevolent Assn.	- 806 Clay St.	- Paul Hom
Saturdays	S.F. Ca. 94106	421 - 06p2
Third Baptist Church	- 1399 McAllister St.	- Fay Farrar
Wed. 1:00 - 2:30	S.F. Ca. 94115	346 - 4426
Temple Baptist Church	- 3355 - 19th Ave.	- David Cross
Mondays	S.F. Ca. 94132	566 - 4080
Trinity United Methodist Church - Fridays	- 2299 Market St.	- Dody Payne
	S.F. Ca. 94114	626 - 0931

RECREATION AND PARK DEPARTMENT  
SENIOR GROUPS IN SAN FRANCISCO  
S. F. CALIF., 94117  
Phone: 558-4952

<u>NAME OF ORGANIZATION</u>	<u>MAILING ADDRESS</u>	<u>PERSON TO CONTACT</u>
Argonne Club Tuesdays-10:00-3:00	18th Ave. at Geary, Bus #38	Miss Elean Thomas 558-4952
Alice Chalmers Club Thursdays-10:00-3:00	Brunswick & Whittier, Bus #14	" "
Bernal Heights Club Thursdays-10:00-3:00	Houltrie & Jarboe, Bus #10	" "
Chinese Club 3rd Tuesday-11:00-3:00	Washington & Mason Jackson Cable Car	" "
Cayuga Club Tuesdays-10:00-3:00	Cayuga and Naglee Sts Bus #26	" "
Eureka Valley Club Wednesdays-10:00-3:00	Collingwood at 18th Bus #8, 24, 33	" "
Excelsior Club Thursdays-10:00-3:00	Russic and Madrid Sts Bus #14, 12	" "
Golden Gate Park Senior Center	37th & Fulton-Bus-#5	" "
Glen Park Club Tuesdays-11:00-3:00	Dosworth & O'Shaugh- nessy Blvd, Bus #36	" "
Hamilton Club (Japanese) Wednesdays-10:00-2:30	Geary & Steiner Sts Bus #38	" "
Hunters Point Club Wednesdays-10:00-2:30	195 Kiska Road, Bus #42	" "
Louis Sutter Club Wednesday-11:00-2:30	Portola Baptist Church 225 Pioche St, #51	" "
Ocean View Club Thursday-11:00-3:00	Capitol & Montana St. "L" Street Car	" "
Portola Club Thursday-1:00-3:00	Felton & Holyoke Sts Bus #51 & 25	" "
Potrero Hill Club Thursday-11:00-2:30	22nd & Arden Sts., Bus #53	" "
St. Mary's Club Tuesday-11:00-3:00	Justin & Murray Sts. Bus #14 & 12	" "

<u>NAME OF ORGANIZATION</u>	<u>MAILING ADDRESS</u>	<u>PERSON TO CONTACT</u>
Silver Terrace Club Wednesday-11:00-2:30	Thornton & Bayshore Bl Bus #25 & 51	Mrs. Elean Thomas 558-4952
Sunnyside Club Tuesdays-11:00-3:00	Forrester & Mangel Sts	" "
Sunset Club Wednesday-10:00-2:30	28th Ave. and Lawton Bus #71 "N" Car	" "
Upper Noe Club Wednesday-11:00-3:00	Day & Sanchez Sts "J" Car, Bus #10	" "
West Sunset Club Tuesday-11:00-3:00	39th & Ortega Bus #71 & 72	" "
West Portal Club Thursday-12:00-3:00	Ulloa & Lenox Way	" "
Yerba Buena Sr Center Daily 10:00-5:00	1111 Buchanan St Bus #5 and #31	" "

CATHOLIC COMMITTEE FOR THE AGING  
SENIOR GROUPS IN SAN FRANCISCO

<u>NAME OF ORGANIZATION</u>	<u>MAILING ADDRESS</u>	<u>PERSON TO CONTACT</u>
Alemany Sr Center St. Anthony's Parish Hall, Precita & Shot- well Streets Mondays 10:00-3:00	Catholic Committee for the Aging of S.F. 50 Oak St, Rm 202, S. F. Calif., 94102	Miss Eleanor Guil- ford, 864-4044, Mrs. Gill, Sec'y
Corpus Christi Sr Citizens Club, Corpus Christi Church Audi. Santa Rosa & Alemany Blvd. Mon. 11:00-2:30	"	"
Epiphany Sr Citizens Club, Church of the Epiphany, C.Y.O. Rm Corner Amazon & Naples Fridays-11:45-2:45	"	"
Holy Name Sr. Parishioners Club, Holy Name of Jesus Church, 3240 Lawton St bet. 38th & 39th, Library Room Enter by schoolyard, Thursday 10:00-2:00	"	

CATHOLIC COMMITTEE FOR THE AGING

<u>NAME OF ORGANIZATION</u>	<u>MAILING ADDRESS</u>	<u>PERSON TO CONTACT</u>
Los Mayores 1292 Potrero Avenue, 3rd of each month, 1:00- : 0		Mr. Fabio de la Torres Director Mr. F. Rodriguez President
North Beach Sr. Citizens Club, St Peter & Paul Church, 666 Filbert St. Girl's gym, Wed. 1:00-3:00	c/o Catholic Committee for the Aging of S.F. 50 Oak St. Rm 202 S.F. 94102	Ms. Eleanor Guilford 664-4044 Ms. Gill, Sect.
Old St. Mary's Sr Parish- ioners Club, 660 Calif. St. St Mary's Center, Grant Ave. Entrance, Fridays, 12:30-2:30	"	"
Providence Sr Center 214 Haight Street Tuesdays & Fridays 10:00-3:00	"	"
St. Anne's Adult Club St. Anne's School Cafeteria 1330 - 14th Avenue Tuesdays-1:00-3:00	"	"
St. Cecilia's Sr Center 2555-17th Ave., Green Room Wednesdays-10:00-1:30	"	"
St. Anne's Senior Center 300 Lake Street Mondays-2:30-3:30	"	"
St. Elizabeth's Young at Hearts, 100 Masonic Ave. Mondays-11:00-2:00	"	"
St. Finn Barr Sr. Citizens Club, 415 Edna Street Wednesdays-1:00-3:00	"	"
St. Francis Sr Citizen's Club, 610 Vallejo St. First Fri. of each month 11:00-2:00	"	"

CATHOLIC COMMITTEE FOR THE AGING

<u>NAME OF ORGANIZATION</u>	<u>MAILING ADDRESS</u>	<u>PERSON TO CONTACT</u>
St. John's Sr Citizen's Club 19 St. Mary's Avenue Mondays 11:00-2:00	c/o Catholic Committee for the Aging of S.F., 50 Oak St., Rm 202, S.F. Ca 94102	Miss Eleanor Guilford, 864-4044, Ms. Gill, Secretary
St. Joseph's Sr Center 300 Lake Street, East Gate Thursdays, 10:00-3:00	"	"
St. Mary's Cathedral Sr Citizen's Club, St. Mary's Cathedral, Lower Hall - entrance on Gough St., Mondays 1:00 - 3 p.m.	"	"
St. Paul's Golden Agers' Club 221 Valley Street, Rectory Hall Tuesdays 1:00 - 3:00	"	"
St. Peter's Senior Center 1200 Florida Street Fridays, 10:00-2:00	"	"
St. Philip Center (725 Diamond St., Senior Citizens' Club) 725 Diamond Street, Thursdays 11:00-1:00	"	"
St. Vincent de Paul Sr. Center 1175 Howard St. Bet 7th & 8th Men only 1:00-4:00	or (1175 Howard St.)	either head office or (864-3057)
Ulloa St Sr Center St. Gabriel's Church Auditor. 41st Avenue at Ulloa Wednesdays 1:00 - 3:00	"	"

S. F. HOUSING AUTHORITY  
SENIOR CITIZENS GROUP

<u>NAME</u>	<u>MAILING ADDRESS</u>	<u>PERSON TO CONTACT</u>
345 Arguello Residents S. F. Ca. 94118	c/o S. F. Housing	Miss Effie Robinson 673-5800, Ext. 269
1760 Bush Residents 1760 Bush Street S.F., Ca 94109	"	"
2698 California Residents 2698 California St S.F., Ca 94115	"	"
320-330 Clementina Res. Assn 320 Clementina, Apt 604 330 Clementina Apt 6713 S.F., Ca 94103	"	"
350 Ellis Residents Assn 350 Ellis St., Apt 12-H	"	"
666 Ellis Residents Assn 666 Ellis St., Apt. 1108 S.F., Ca 94109	"	"
Friends of 227 Bay 227 Bay St., Apt. 318 S.F., Ca 94133	"	"
345 Hermann Residents Assn 345 Hermann St., Apt. 308 S. F. Ca 94117		"
John F. Kennedy Tower Residents Assn. 2451 Sacramento St., Apt. 506 S.F., Ca 94115	"	"
1750 McAllister Residents 1750 Ellis St S.F., Ca 94115	"	"
Mission Dolores Residents Assn 1885 - 15th St., Apt 509 S. F. Ca 94103	"	"
363 Noe Residents 363 Noe St. S.F. Ca 94114		

Page - 11 of 11

990 Pacific Residents Assn	c/o S.F. Housing	Miss Effie Robinson
990 Pacific Ave., Apt 407		673-5800, ext. 269
S.F., Ca 94133		
1880 Pine Residents		
1880 Pine St	"	"
S.F., Ca 94109		
25 Sanchez Street		
S.F., Ca 94114	"	"
3850-18th St Residents		
3850-18th St	"	"
S.F., Ca 94114		
491-31st Residents		
(31st Ave at Geary)	"	"
S.F., Ca 94121		
Woodside Gardens Residents Assn		
2 55 Woodside Ave., Apt 512	"	"
S.F., Ca 94127		

CHURCH SPONSORED APARTMENTSTHESE APARTMENTS HAVE BEEN ESPECIALLY DESIGNED FOR OLDER PERSONS AND HANDICAPPED

Alexis Apartments St. Patrick Church	390 Clementina Street	495-3690
El Bethel Arms Bethel Baptist Church	1234 McAllister Street	567-5495 567-3950
Bethany Center Grace Methodist Church	580 Capp Street	282-0287
Jones Memorial Homes Jones Memorial Methodist Church	1640 Steiner St.	546-4850
Martin Luther Tower St. Marks Lutheran Church	1001 Franklin St.	928-7770
Silver Crest Apartments Salvation Army	133 Shipley St.	543-5381
Sunset Apartments Presbyterian Church	353 7th Avenue	661-8411
Vincentian Villa St. Vincent de Paul Society	1825 Mission Street	621-5305
Western Park Apartments North California Presbyterian Home, Inc.	1280 Laguna	922-5436



HOTELS FOR SENIOR CITIZENS

Alexander Residence	230 Eddy St. San Francisco 94102	441-0260
Antonia Manor	180 Turk St San Francisco 94102	771-2446
Broadmoor, The	1499 Sutter St. San Francisco 94109	771-9117
Continental Hotel	127 Ellis St San Francisco 94102	986-9772
Crescent Manor	467 Turk St. San Francisco 94102	441-4919
Franklin Tower House	2145 Franklin San Francisco 94109	441-7998
Granada, The	1000 Sutter St San Francisco 94109	673-2511
Lankershim Hotel	55-5th Street San Francisco 94103	<del>441</del> -8618
Madonna, The (Women only)	27 McAllister St San Francisco 94102	621-2882
Maria Manor (formerly Ramona)	147 Ellis St San Francisco 94102	397-7220
Marlton Manor Apt.	240 Jones St. S.F. 94102	673-8258
Otis Hotel	1156 Sutter St. San Francisco 94109	474-9948
Robert Frost (Retirement Center)	1901 Jackson St. San Francisco 94109	928-3737
Victorian, The	54 - 4th St. San Francisco 94103	986-4400

SAN FRANCISCO HOUSING AUTHORITY

Page - 3 of 10

THIS LIST IS FOR INFORMATION PURPOSES ONLY. PLEASE DO NOT  
DISTURB TENANTS. ALL APPLICANTS MUST APPLY IN PERSON AT THE  
SAN FRANCISCO HOUSING AUTHORITY - 440 TURK ST. 673 - 5800

345 Arguello	*1360 Grove
* 561 Baker	346 Hermann
227 Bay	* 237 Leavenworth
* 391 Bridgeview	* 124 Mason
1760 Bush	1750 McAllister
2698 California	*2360 Mission
320/330 Clementina	*3009 Mission
* 347 Eddy	363 Noe
* 575 Eddy	* 230 Oak
350 Ellis	*1017 Ocean Ave.
666 Ellis	* 331 O'Farrell St.
* 225 Fell	* 641 O'Farrell St.
* 460 Fell	990 Pacific
* 675 Fell	*1015 Pierce
* 312 Fillmore	*1280 Pine
* 355 Fulton	1880 Pine
* 760 Geary	* 25 Sanchez
* 776 Geary	* 427 Stockton St.
3850 - 18th St.	* 731 Waller St.
497 - 31st Ave.	

John F. Kennedy - Sacramento near Webster

Mission Dolores - 15th St. near Guerrero

Woodside Gardens - Woodside Ave. opposite Hernandez

- .....
- \* Housing Authority also administers the leasing program. This  
program permits the Housing Authority to rent, under certain con-  
ditions, private apartments and to sub-lease them at a reduced rate.

SAN FRANCISCORETIREMENT AND NURSING HOMESProvides 24 hrs. nursing care.

Balboa Nursing Home	- 924 Balboa	- 751 - 9977
Fourth Avenue Nursing Home	- 1326 - 4th Ave.	- 661 - 1339
Hebrew Home for Aged and Disabled	- 302 Silver Ave.	- 334 - 2500
The Heritage	- 3400 Laguna St.	- 567 - 6900
Maison de Retraite	- 450 - 4th Ave.	- 387 - 1400
Native Daughters of the Golden West Home	- 555 Baker St.	- 921 - 9819
The Protestant Episcopal Old Ladies Home	- 2770 Lombard St.	- 346 - 6300
Russian American Nurses Assn.	- 651 - 37th Ave.	- 752 - 2973
St. Anne's Home	- 300 Lake St.	- 387 - 0220
The Sequoias of S.F.	- 1400 Geary Blvd.	- 922 - 9700
University Mound Ladies Home	- 350 University Ave.	239 - 9935 - Res. 239 - 2621 - Off.

LICENSED RESIDENTIAL HOMES

Licensed by the Department of Social Services for ambulatory older persons. They are privately operated, providing room, board and care, but do not provide nursing care. Information regarding names and addresses is available at the Department of Social Services, 1680 Mission Street, 558 - 2056.

SAN FRANCISCO CONVALESCENT HOMES

Beverly Manor Conval. Hospital	- 1477 Grove St.	- 563 - 0565
Bowman Harrison Conval. Hospital	- 1020 Haight St.	- 552 - 3198
Broderick Conval. Hospital	- 1421 Broderick St.	- 922 - 3244
Calif. Conval. Hospital	- 2704 Calif. St.	- 931 - 7846
Central Gardens	- 1355 Ellis St.	- 567 - 2967
Coastline Mission Conval. Hospital	- 5767 Mission St.	- 584 - 3294
Franciscan Conval. Hospital	- 2043 - 19th Ave.	- 661 - 8787
Hampshire Conval. Hospital	- 1420 Hampshire St.	- 285 - 7660
Hayes Conval. Hospital	- 1250 Hayes St.	- 931 - 8806
Hillhaven Lawton Conval. Hospital	- 1574 - 7th Ave.	- 566 - 1200
Laurel Heights Conv. Hospital	- 2740 Calif. St.	- 567 - 3133
McAllister Conval. Hospital	- 1444 McAllister St.	- 563 - 3033
Medical Center Conv. Hospital	- 2655 Bush St.	- 992 - 4141
Mission Terrace Conv. Hospital	- 225 - 30th St.	- 282 - 2800
Pine Towers Conv. Hospital	- 2707 Pine St.	- 563 - 7600
Potrero Hill Conv. Hospital	- 351 Pennsylvania Ave.	647 - 3587
San Francisco Conv. Center	- 1359 Pine St.	- 673 - 8405
Sheffield Conv. Hospital	- 1133 So. Van Ness	- 647 - 3117
Victorian Conv. Hospital	- 2121 Pine St.	- 922 - 5035
Post St. Conv., Hospital	- 2130 Post St.	- 563 - 7300

HOUSING FOR FAMILIES AND ELDERLY

Bannaker Homes	- 725 Fulton St. S.F. Ca. 94102	- 861 - 0219
Diamond View Apt.	- 196 Addison St. S.F. Ca. 94131	- 334 - 2698
Frederick Douglas Haynes Gardens	- 1049 Golden Gate S.F. Ca. 94115	- 563 - 3581
Freedom West I West II	- 510-D Fulton St. S.F. Ca. 94102	- 563 - 1913
Friendship Village	- 1047-A McAllister St. S.F. Ca. 94115	- 921 - 2902
Jackie Robinson Gardens	- 1310 Hudson Ave. S.F. Ca. 94124	- 821 - 7280
Loren Miller Homes	- 937 McAllister St. S.F. Ca. 94115	- 922 - 8911
Prince Hall Apts	- 1170 McAllister St. S.F. Ca. 94115	- 563 - 3802
Ridgeview Terrace	- 140 Cashmere St. S.F. Ca. 94124	- 821 - 7440
Thomas Paine Square	- 1161 Turk St. S.F. Ca. 94115	- 929 - 1161
Unity Peace and Freedom	- 220 Cashmere St. S.F. Ca. 94124	- 821 - 7010
Univista Apts.	- 1330 Turk St. S.F. Ca. 94115	- 563 - 5932
Vista del Monte	- 49 Goldmine Drive S.F. Ca. 94131	- 282 - 1634
<u>OTHER SENIOR HOUSING:</u>		
Royal Adah Arms	- 1240 Fillmore St.	- 567 - 2981
<u>FOR INFORMATION ON:</u>		
Notre Dame Housing, call		- 777 - 5000

March 15, 1975

LICENSED RESIDENTIAL CARE HOMES FOR THE AGED  
CITY AND COUNTY OF SAN FRANCISCO  
DEPARTMENT OF SOCIAL SERVICES  
P.O. BOX 7988  
San Francisco, California 94120  
558-2056

ADDRESS	NAME	ADDRESS	NAME
943 Alabama St.	DUARTE, Marie	1325 Lake St.	ELLIS, Edna
4645 Anza St.	KUTZ, Hannelore	1278 La Playa	HILLS, Sadie
4820 Anza St.	THOMAS, Hattie	1739 LaSalle Ave.	ANDREWS, Janie
300 Arlington St.	COLORADO, Teresa	2425 Lincoln Way	EGAN, Joan
719 Ashbury St.	IVORY, Dorothy	4045 Lincoln Way	ORBETA, Erlinda
		142 Lower Terrace	DRESSER, Eileen
1001 Balboa St.	JOHNS, Mary	4235 Moraga St.	MCDANIEL, Joy
90 Bayview St.	SIMS, Gustine		
146 Blake St.	MEIER, Renate	1786 Newcomb Ave.	DOW, Mary
217 Brighton Ave.	EVANS, Mable		
194 Broad St.	MARTIN, Esther	1686 Oakdale Ave.	THOMAS, Jurell
2817 Bush St.	MARTIN, Esther	1762 Oakdale Ave.	GORHAM, Mary
		859 Ocean Ave.	WILLIAMS, Carrie
3326 Cabrillo St.	TSE, Winson & Margaret		
3332 Cabrillo St.	TSE, Winson " " "	1044 Page St.	JACKSON, Alma
6427 California	CEDEMO, Rebecca		
143 Central	BUTLER, Helen	157 Parker Ave.	PATTON, Mozella
2621 Clement St.	PERALTA Felicidad	263 Parnassus	TRAVIS, Clarence & Dorothy
765 Cole St.	GRIFFITH Cloudie Bell	1242 Pierce St.	SMITH, Serena
		325 Plymouth Ave.	JACKSON, Janie
1945 Eddy St.	SADLER, Marie		
740 Euclid Ave.	ATHERLEY, Viona	618 Randolph St.	JACKSON, Janie
		1301 Revere Ave.	LEWIS, Emma
1080 Fulton St.	BROWN, Rose	1351 Revere Ave.	SMITH, Huetta
2642 Fulton St.	OEDEKOVEN, Vinna	1418 Revere Ave.	STARK, Rebecca
4400 Fulton St.	TESALLA, Emilde		
1491 Funston	CASTON, Lourdes	1511 Revere Ave.	THOMPSON, William
1125 Geneva Ave	LOVETT, Alma	1547 Revere Ave.	BENNETT, Alnetta
1606 Great Highway	CUEVA, Robert & Lourdes	344 Richland Ave.	OREJODOS, Laura
		100 Rivoli St.	BURROUGHS, Zelma
2052 Great Highway	PHILLIPS, Esther	836 Russia	GREFO, Amelia
1767 Grove St.	MITCHELL, William		
899 Guerrero St.	PALADINI, Lia	2828 San Jose Ave.	LEWIS, Emma
241 Granada Ave.	WILLIAMS, Gertrude	142 Santa Marina	BANZUELA, Lucena
		701 Scott St.	GLOVER, Willie
940 Haight St.	KEYS, Jerlen	658 Shotwell St.	DANUNAN, Ilopis & AMPARO, Aida
543 Holloway Ave.	THOMAS, Espanolia		DANUNAN, Ilopis & AMPARO, Aida
4731 Irving St.	AGUIAR, Carmen	3721 Taraval St.	JOHNSON, Alice
3537 Jennings St.	HOLLAND, Rena	1622 Thomas	SIMPSON, Lovina
1420 Kirkham St.	CONCEPCION, Jose & Aurora	34 Williams St.	STEWART, Marguerite
		78 Williams St.	STEWART, Marguerite

March 15, 1975

LICENSED RESIDENTIAL CARE HOMES ----CONT'D.

ADDRESS	NAME	ADDRESS	NAME
3930 - 18th St.	ROBINSON, Bertha	662 - 22nd Ave.	MAJARRO, Lillian
1336 - 20th St.	BROOKS, Ernestine	1266 - 22nd Ave.	MONROE, Evelyn
2704 - 21st St.	EDWARDS, Irene	1326 - 22nd Ave.	SUTTON, Habel
2708 - 21st St.	EDWARDS, Irene	671 - 24th Ave.	WENDT, Mareke
3386 - 21st St.	PALADINI, Lia	1371 - 24th Ave.	SKINNER, Vordia
-----	-----	631 - 25th Ave.	BAMER, Rufina
1278 - 4th Ave.	SALVIEJO, Maria	826 - 25th Ave.	TAGACA, Fely
529 - 5th Ave.	HATCHETT, Cora	1241 - 26th Ave.	JARBOE, Ninfa
1363 - 5th Ave.	ADJAST, Charlotte	1251 - 26th Ave.	JOHOC, Rafaela
571 - 6th Ave.	PAGE, Dorothy	1271 - 26th Ave.	LOOS, Helga
1350 - 6th Ave.	EMEREE Detsy	1375 - 26th Ave.	LAGUA, Rizalina
1266 - 7th Ave.	DOTSON, Mary	899 - 27th Ave.	BAE, Young Hee
1386 - 7th Ave.	AGUILAR, Lola	1338 - 27th Ave.	HEINAN, James & Carolyn
1434 - 7th Ave.	GILL, Frank & Ann	1354 - 27th Ave.	LAGUA Rizalina
772 - 8th Ave.	COHN, Carol	419 - 28th Ave.	REDMOND, Clarice
629 - 9th Ave.	HODGES, Dorothy	686 - 28th Ave.	KENT, Hilda
778 - 10th Ave.	MITCHELL, Freda	391 - 29th Ave.	PERALTA, Felicidad
1840 - 10th Ave.	NORTON, Anna	533 - 29th Ave.	RENNA, Margaret
525 - 11th Ave.	GABRIEL, Mercedes	331 - 30th Ave.	ABAYA, Eufemia
1515 - 11th Ave.	GILBERT, Dolores	431 - 30th Ave.	MEHTA, Raj
576 - 12th Ave.	PARK, Song	382 - 31st Ave.	ABAYA, Eufemia
584 - 12th Ave.	FARRELL, Mary	1251 - 32nd Ave.	VELASCO, Francisca
1558 - 12th Ave.	LAGUA, Rizalina	736 - 33rd Ave.	PANLIBUTON, Asuncion
119 - 14th Ave.	SAMUELS, Clarence	1219 - 34th Ave.	JOHNSON, Jessie
123 - 14th Ave.	SAMUELS, Clarence	746 - 35th Ave.	BURKE, L. Dean
1363 - 14th Ave.	FOLSCM, Ruth	753 - 35th Ave.	PARANGAN, Erlinda
1465 - 14th Ave.	CANAYA, Perla	797 - 35th Ave.	AQUINO, Dominga
1275 - 15th Ave.	ELLIS, Ethel	760 - 35th Ave.	SHELDON, Rena
277 - 16th Ave.	HAMBARZUMJAN, O.	1250 - 35th Ave.	PARKER, Ethel M.
407 - 17th Ave.	PERALTA, Felicidad	1278 - 35th Ave.	SCHERER, Julie
1443 - 18th Ave.	RICHARDSON, Mae	719 - 36th Ave.	GABRIEL, Mercedes
1995 - 19th Ave.	MEDINA, Carmelita	811 - 37th Ave.	NACARIO, Luciana
2319 - 19th Ave.	TURNER, Jeweline	858 - 37th Ave.	MENEDEZ, Joseph & Violet
1254 - 21st Ave.	SKINNER, Vordia	636 - 39th Ave.	VRAT, Evelyn
		790 - 39th Ave.	MCLMORE, Margaret
		1275 - 41st Ave.	SARMIENTO, Isabel
		1279 - 41st Ave.	BASSIG, Josefina

March 15, 1975

LICENSED RESIDENTIAL CARE HOMES -----CONT'D.

ADDRESS	NAME
891 - 42nd Ave.	PANLIBUTON, Asunsion
786 - 43rd Ave.	LANUZA, Helen
829 - 44th Ave.	LARAN, Ernest & Teresita
858 - 44th Ave.	YAP, Bernardita
762 - 45th Ave.	HAN, Sookee
739 - 48th Ave.	AQUINO, Concepcion
1453 - 48th Ave.	PASSIG, Josefina
1654 - 48th Ave.	DOCUSIN, Josepha



ADMINISTRATIVE CODE

Section 4055 PERSONS FOR WHOM CARE MAY BE GIVEN - SERVICES

The owner shall restrict admission and care to aged persons for whom fire safety exists and who do not require professional nursing service from the home because of a physical or mental condition.

Mentally handicapped persons with mild symptoms, such as confusion, loss of memory or disorientation may be admitted if (1) the home is equipped to provide the degree of personal care and supervision required, (2) such persons do not require professional nursing services, and (3) they will benefit from the services offered. (See Section 4055, Persons for Whom Care May Not be Given.)

Section 4057 PERSONS FOR WHOM CARE MAY NOT BE GIVEN

Persons who may not be admitted or cared for include:

1. Persons who need health services from the home that it cannot legally provide.
2. Persons with active communicable tuberculosis (or any other contagious or infectious disease).
3. Persons who because of convalescence or a chronic health condition, require professional nursing care including close medical supervision, daily professional observation or the exercise of professional judgment from the home.
4. Persons physically incapable of leaving the building without assistance in an emergency unless the building has been approved by the appropriate fire official for this type of occupancy.
5. Persons requiring any kind of restraint or confinement in locked quarters for their own protection, or that of others.
6. Persons subject to attacks of epilepsy which is not medically controlled.
7. Persons who require treatment for addiction to alcohol or drugs, who require treatment or special care for mental illness or mental deficiency.
8. Persons mentally incapable of leaving the building unassisted, unless the building has been approved by the appropriate fire official for such occupancy.
9. For-aged persons whose needs and interests are incompatible with the welfare of aged persons.



**DIRECTORY OF CITY AND COUNTY OFFICERS**  
**CITY AND COUNTY OF SAN FRANCISCO**

**MAY 1974**

**JOSEPH L. ALIOTO, Mayor**

**City Hall Information No. 558-6161**

# ELECTIVE OFFICERS

<b>MAYOR</b>	
200 City Hall	558-3456
<b>JOSIEPH L. ALIOTO</b>	
John A. DeLuca, Executive Deputy	
William E. O'Brien, Director of Information	
Ann H. Rancich, Administrative Secretary to Mayor	
John H. Tolan, Jr., Deputy for Development	
Stanley R. Larsen, Assistant Deputy for Development	
Joseph A. Nizza, Deputy for Social Programs	
Joe Johnson, Deputy for Neighborhood Development	
George J. Grubb, Administrative Assistant	
William C. Roddy, Public Service Director	
Wesley Stale, Special Assistant, Housing and Recreation	
<b>Office of Manpower</b>	
552 McAllister Street 02	558-2922
Eunice Elton, Director	
<b>Model Cities</b>	
301-2nd Street 07	398-2777
John Watts, Acting Director	
<b>Criminal Justice Council</b>	
1182 Market Street 02	864-6800
William Mallen, Director	
<b>Community Development</b>	
Room 6, City Hall	558-4566
Dean Macris, Director	
<b>SUPERVISORS, BOARD OF</b>	
235 City Hall	558-3184
Meets Monday at 2:00 P.M.	
Danne Feinstein, Room 235, City Hall 02, President	
John J. Barbogelato, Room 235, City Hall 02	
Terry A. Francois, 497 Fulton Street 02	
Robert E. Gonzalez, 1231 Market Street 03	
Quentin L. Kopp, Room 235, City Hall 02	
Robert H. Mendelsohn, Room 235, City Hall 02	
John L. Molinari, Room 235, City Hall 02	
Alfred J. Nelder, 235 City Hall 02	
Ronald Pelosi, Room 235, City Hall 02	
Peter Tamara, 1200 Harrison Street 03	
Dorothy von Beroldingen, 1355 Post St., #700 09	
Robert J. Dolan, Clerk of the Board	
Philip P. Engler, Chief Assistant Clerk	
<b>Standing Committees</b>	
First-named Supervisor is Chairman, second-named Supervisor is Vice-Chairman, of the Committee.	
<b>BUDGET AND GOVERNMENTAL EFFICIENCY</b>	
Supervisors Mendelsohn, Feinstein, Molinari, Nelder, von Beroldingen	
<b>COMMUNITY SERVICE</b>	
Supervisors Nelder, Barbogelato, von Beroldingen	
<b>FINANCE</b>	
Supervisors von Beroldingen, Molinari, Nelder	
<b>FIRE, SAFETY AND POLICE</b>	
Supervisors Francois, Nelder, Mendelsohn	
<b>GOVERNMENTAL SERVICES</b>	
Supervisors Tamara, Pelosi, Barbogelato	
<b>HEALTH AND ENVIRONMENT</b>	
Supervisors Kopp, Gonzalez, Tamara	
<b>LEGISLATIVE AND PERSONNEL</b>	
Supervisors Molinari, Tamara, Francois	
<b>PLANNING, HOUSING AND DEVELOPMENT</b>	
Supervisors Pelosi, von Beroldingen, Gonzalez	
<b>RULES</b>	
Supervisors Feinstein, Francois, von Beroldingen	
<b>STATE AND NATIONAL AFFAIRS</b>	
Supervisors Barbogelato, Kopp, Nelder	
<b>STREETS AND TRANSPORTATION</b>	
Supervisors Gonzalez, Francois, Molinari	
<b>URBAN AND CONSUMER AFFAIRS</b>	
Supervisors Mendelsohn, Kopp, Pelosi	
<b>Delinquency Prevention Commission</b>	
375 Woodside Ave., 2nd	364-3440
Meets 3rd Tuesday of every month at 7:30 P.M., Rm 282, City Hall	
Eugene Block, Chairman	
<b>ASSESSOR</b>	
101 City Hall	558-4011
Joseph E. Tinney	
<b>CITY ATTORNEY</b>	
206 City Hall	558-3315
Thomas M. O'Connor	
<b>COMMUNITY COLLEGE BOARD</b>	
31 Group Street 01 (Main)	864-3200
John Y. Cho, President	
De. Louis Condon, Vice President	
Robert F. Burton	
Frederick Colver	
Peter Friedman	
Doris Ward	
Dr. Louis F. Butmale, Chancellor/Sup.	

## DISTRICT ATTORNEY

880 Bryant Street	553-1752
John J. Ferdon	
<b>EDUCATION, BOARD OF</b>	
135 Van Ness Avenue	863-4680
Room 209, 02 (Main)	
Meets 2nd & 4th Tuesday at 4:00 P.M.	
170 Fell Street	
Eugene S. Hopp, President	
Lucille S. Abrahamson, Vice President	
Lee S. Dalton	
Clarice Nise Haynes	
John A. Kiddle	
Rev. Thomas A. Reed	
Dr. David J. Sanchez	
Dr. Steven P. Morena, Supt. of Schools/Secy.	

## PUBLIC DEFENDER

850 Bryant Street, Room 205	553-1671
Edward T. Mancuso	
<b>SHERIFF</b>	
333 City Hall	558-2411
Richard D. Hongisto	
<b>TREASURER</b>	
110 City Hall	558-4575
Thomps Scanlon	

## COURTS

### SUPERIOR, JUDGES OF

Fourth Floor, City Hall	558-3261
Clayton W. Horn, Presiding	
Carl H. Allen	
Byron Arnold	
Eugene E. Benson	
Lea A. Brown, Jr.	
Walter F. Calagano	
Victor M. Campilongo	
Morton R. Colvin	
Donald B. Constantine	
Robert J. Drewes	
John A. Ertola	
Bernard B. Glickfeld	
Joseph Karsch	
Bernard J. Ward, Executive Officer	558-3169
480 City Hall	

### GRAND JURY

165 City Hall	558-5010
Meets Monday at 7:30 P.M.	
James T. Rodman, 1432 Santiago Street 16, Foreman	
Mrs. Waunda M. Thomas, 675 - 44th Avenue 21, Secretary	
Michael K. Tamony, Consultant	

## COURTS

### MUNICIPAL, JUDGES OF

Raymond J. Reynolds, Presiding	558-4041
Thomas Dandurand	
Robert L. Dossee	
Charles Egan Goff	
Daniel M. Hurlon	
Frank E. Hart	
John J. Hopkins	
Harry W. Low	
Eugene F. Lynch	
George E. Maloney	
Bruno Fardin, Secretary & Clerk of the Court	
301 City Hall	558-4041
Daniel F. Donohue, Jury Commissioner & Chief Deputy	558-4936
850 Bryant Street 03	558-4936
Daniel F. Donohue, Chief Deputy Clerk	

### ADULT PROBATION DEPARTMENT

850 Bryant Street 03	553-9111
Warren T. Jenkins, Chief Adult Probation Officer	

### ADULT PROBATION COMMITTEE

Meets at call of Chairman once per month	
Arthur Petri, Chairman, 1965 - 15th Avenue 22	

### COUNTY PAROLE COMMITTEE

Meets 2nd Tuesday of every month, Hall of Justice	
---	--

### JUVENILE COURT

375 Woodside Avenue 27	731-5740
Frank W. Mayer, Presiding Judge	
Joseph J. Bulka, Chief Probation Officer	

### JUVENILE JUSTICE COMMISSION

Meets monthly	
375 Woodside Avenue	
Charles R. Greenstone, 681 Market Street 05, Chairman	
Miguel, Peter Armstrong, 4444 Geary Blvd. 18, Vice-Chairman	

### JUVENILE JUSTICE COMMISSION

Meets monthly	
375 Woodside Avenue	
Charles R. Greenstone, 681 Market Street 05, Chairman	
Miguel, Peter Armstrong, 4444 Geary Blvd. 18, Vice-Chairman	

### JUVENILE JUSTICE COMMISSION

Meets monthly	
375 Woodside Avenue	
Charles R. Greenstone, 681 Market Street 05, Chairman	
Miguel, Peter Armstrong, 4444 Geary Blvd. 18, Vice-Chairman	

## OFFICERS APPOINTED BY THE MAYOR

### CHIEF ADMINISTRATIVE OFFICER

289 City Hall	558-4851
Thomas J. Mellon	
Thomas G. Miller, Executive Assistant	
Employee Relations Director	

### CONTROLLER

109 City Hall	558-2228
Nathan B. Cooper	
Francis J. Byrne, Chief Assistant Controller	
Henry Nanto, Director, Systems and Data Processing	

### LEGISLATIVE REPRESENTATIVE, FEDERAL

Robert E. Josten	202-659-3436
1225 - 19th Street, N.W., Washington, D.C. 20036	

### LEGISLATIVE ADVOCATE, STATE

254 City Hall	558-4146
John F. Shiley	
11th & L Building, Suite 512	
Sacramento 95814, during Sessions	

### AGING COMMISSION ON THE

164 City Hall	558-2126
Meets 1st Wednesday, 9:30 A.M., 206 Veterans Building	

William McCabe, 2878 Jackson 15	Chairman
Arthur C. Amos, 350 McAllister Street 02	
Mr. Ashton P. Armada, 81 Carl Street 17	
Marlin A. Felbauer, 40 El Verano Way 27	
John F. Fiva, 45 Clearway Court 09	
John J. Freshhof, 1501 Divisadero 15	
Mrs. Mattie Kimp, 1249 Shawler 24	
Theodore R. Knowles, 8027 Geary 21	
Mrs. Elsa Lane, 1900 Valjejo 23	
William J. Lowenberg, 44 Montgomery 04	
Adolf Mjaskewy, 3367 Mission Street 10	
George W. Ong, 52 Almaden Court 18	
Lawrence Palacios, 459 Hazelwood 27	
Rev. Edward L. Perri, 350 Arbolito Drive 32	
Rev. Conrad Rhenier, 500 Capp Street #809 10	
David Thompson, 1842 Jefferson 23	

### Ex-Officers Members

Dir. of Sr. Citizens, Social Services of Housing Auth.	
Asst. Dir. Adult Services, Dept. Social Services	
Dir. Bureau of Disease Control, Dept. Public Health	
Recreation Supervisor, Rec. & Park Dept.	
Public Guardian	
Director, Pacific Hts. Community Educ. Center	
Director	

### AIRPORTS COMMISSION

S. F. International Airport, S. F. 94128	761-0800
Meets 1st and 3rd Tuesdays at	Ext. 2112
2:30 P.M., Room 282, City Hall	

William E. McDonnell, 385 Castaneda Ave. 16	Pcs.
John A. Suto, 223 Bush Street 05, Vice President	
William K. Colbrater, 555 California Street,	
Bank of America Plaza 04	
Wallace R. Lynn, 1485 Bayshore Blvd. 24	
Joseph P. Mazzola, 1621 Market Street 03	
William J. Rye, Director of Airports	
William V. Price, Deputy Director of Airports	
Business Administration & Finance	
M. F. (Mike) Bagan, Deputy Director, Operations and Maintenance	
Thomas G. Berken, Deputy Director, Planning, Engineering and Construction	
Richard Newport, Commission Secretary	

### ART COMMISSION

165 Grove Street 02	558-3465
Meets 1st Monday at 3:15 P.M. at Main Library, Civic Center, Commissioners' Room, 3rd Floor	

Harold L. Zollerbach, 1 Bush Street 04	President
Mrs. Ruthi Asawa, 1116 Castro Street 14	
Phillip S. Boon, 1010 Battery Street 11	
Mrs. Anita Martinez, 63 Madison Avenue 27	
David Mayer, 555 Clay Street 11	
William B. McCormick, 215 Kearny Street 08	
Antonio Sotomayor, 3 Leroy Place 09	
Ray Taliferro, 1001 Van Ness 09	

### Ex-Office Members

Mayor	
President, City Planning Commission	
President, Public Library Commission	
President, Recreation and Park Commission	
President, The Fine Arts Museums of San Francisco	
Martin Supter, Director	

**CITY PLANNING COMMISSION**  
100 Larkin Street  
Meets every Thursday at 2:15 P.M.  
558-4636

Walter S. Newman, 44 Montgomery St., 5th Floor  
President  
Mrs. Charles B. Porter, 142 - 27th Avenue 21,  
Vice President  
Maurice Heishbucker, Jr., One Maritime Plaza,  
Room 1340 11  
John Ritchie, 120 Bush Street 04  
Hector E. Rueda, 2588 Mission Street, Room 212 10

**Ex-Officio Members**  
Chief Administrative Officer  
Manager of Utilities  
Allan B. Jacobs, Director of Planning  
Lynn E. Pio, Administrative Secretary

**CIVIL SERVICE COMMISSION**  
151 City Hall  
Meets every 1st & 3rd Monday  
at 4 P.M., Room 282, City Hall  
558-5324

Robert J. Costello, 1621 Market Street 03, President  
William Jack Chow, 530 Montgomery Street 11,  
Vice President  
Joseph C. Tarantino, 400 Jefferson Street 09  
James Warm, Act. General Manager, Personnel

**ECONOMIC OPPORTUNITY COUNCIL**  
730 Polk Street  
Charles Jung, Executive Director  
771-7100

**EMERGENCY SERVICES**  
6221 Geary Blvd., 3rd Floor, 21  
Edward P. Joyce, Director  
668-5104

**FIRE COMMISSION**  
200 Golden Gate Avenue 02  
Meets every Monday at 10:00 A.M.  
861-8000

Rudy Thom, 459 Fulton #304 02, President  
Morris Bernstein, 145 Ninth Street 03, Vice President  
Frank Hunt, 2400 Mission Street 10

Keith P. Cadden, Chief of Department  
Joseph P. Daly, Deputy Chief of Department  
Andrew C. Capor, Chief, Bureau of Administration  
Ernest D. Condon, Chief, Division of Fire  
Prevention and Investigation  
Raymond G. Connors, Jr., Secretary

**HEALTH SERVICE SYSTEM BOARD**  
450 McAllister Street 02  
Meets 2nd and 4th at 4 P.M.  
558-3701

Robert E. Hasing, 100 Pine Street 11, President  
Abraham Bernstein, M.D., 2266 Geary Blvd. 15  
Patrick M. Breon, 1926 - 48th Avenue 16  
Donald A. McDonagh, 2654 - 23rd Avenue 16  
Harry Paretchian, 1468 Pacific Avenue 09

**Ex-Officio Members**  
Chairman, Finance Commission, Board of Supervisors  
City Attorney  
Philip J. Kearney, Executive Director

**HOUSING AUTHORITY**  
440 Turk Street 02  
Meets 2nd and 4th Thursdays at 10 A.M.  
675-5800

Dr. Amancio G. Egrina, 2801 Folsom Street 10, Chairman  
George Brankovich, 3271 - 18th Street 10, Vice Chairman  
Mr. Stephen Walter, 562 Mission Street 05  
Rev. Hamilton T. Boswell, 1975 Post Street 15  
Mrs. Joan M. Byrnes, One Maritime Plaza #750 11  
Martin L. Helman, 1855 - 15th Street 03  
Cleo F. Wallace, 905 Connecticut Street 07  
Eugene J. Kane, Executive Director  
John E. Sullivan, Counsel

**HUMAN RIGHTS COMMISSION**  
1095 Market Street #501 03  
Meets 2nd and 4th Thursday at 9:30 A.M.  
(Commission Room, Public Library)  
558-4901

The Very Rev. C. Julian Bartlett,  
1051 Taylor Street 08, Chairman  
Reverend Victor L. Medeiros, Sr., 731 Mendel St. 23,  
Vice Chairman  
Reverend George L. Bedford, 2135 Sutter Street 15

Robbi Alvin I. Fine, 1333 Sutter Street #68 09  
Robert R. Garcia, 16230 Market Street 07  
Sister M. Bernadette Giles, 2340 Turk Blvd. 18  
Louis H. Heilbron, 44 Montgomery Street 02  
Leonard E. Kinsley, 244 California Street #500 11  
Earl Livermore, 2130 Balboa Street 21  
Curtis McChain, 255 Ninth Street 03  
Earl Raab, 677 Sanchez Street 14  
Eduardo Sandval, 2460 Mission Street #220 10  
Louis S. Simon, 2655 Van Ness Avenue 09  
Harvey Wony, 50 Beale Street 05

William L. Becker, Director

**PARKING AUTHORITY**  
450 McAllister Street #603 02  
Meets every Thursday at 3:00 P.M.  
558-3651

Donald J. Maginn, 270 Sutter Street 08, Chairman  
Jack Dwyer, 407 Grant Avenue 08  
Francis H. Louie, 807 Grant Avenue 08  
Michael L. M. Tadden, M.D., 4860 - 24th Street 14  
Achille Maschi, 548 Columbus Avenue 32  
Arthur S. Becker, Director

**PERMIT APPEALS BOARD OF**  
Room 252, City Hall  
Meets every Monday at 2:00 P.M.  
Room 228  
558-4421

Roy J. Scob, 2080 Jerrold Avenue 03, President  
Peter G. Roudouros, 1200 California Street 09  
James W. Harvey, 332 Pine Street #200 04  
Matti Jackson, 524 Broadway Street 17  
John D. O'Meara, 1 Jones Street 02  
Philip Sigis, Executive Director

**POLICE COMMISSION**  
850 Bryant Street 03  
Meets every Wednesday at 5:30 P.M.  
553-1667

Dr. Washington E. Garner, 2409 Sacramento Street 15,  
President  
Marvin E. Cardozo, Bank of America Center 20  
Donald M. Scott, Chief of Police  
Capt. William J. Keays, Deputy Chief of Police  
Capt. Charles A. Barca, Chief of Inspectors  
Capt. Edward Cummins, Director of Traffic  
Capt. William E. O'Brien, Department Secretary  
Sgt. Willie E. Frazier, Commission Secretary

**PUBLIC LIBRARY COMMISSION**  
Civic Center  
Meets 1st Tuesday at 3:30 P.M.  
558-3031

Edward F. Callanan, Jr., 162 Iowa Avenue 27, President  
Mrs. Majorie G. Stern, 55 Raychiff Terrace 15,  
1st Vice President  
Mrs. Elsie Lisle Van der Lieth, 529 Church Street 14,  
2nd Vice President  
Mrs. Dorothy Cuyper, 647 Chestnut Street 33  
Ernest J. Gaines, 998 Divisadero Street 15  
William M. Malone, 220 Bush Street 04  
Rev. Timothy L. McDonnell S.J., University of San Francisco, 2130 Fulton Street 17  
Kevin Starr, Acting City Librarian  
George Cerasi, Secretary

**PUBLIC UTILITIES COMMISSION**  
387 City Hall  
Meets 2nd and 4th Tuesday at 2:30 P.M.  
Room 282  
558-4986

H. Walton Flynn, 565 Grove Street 02, President  
Joseph P. Byrne, 1722 - 31st Ave 22  
Vice President  
Henry E. Burman, 164 Marco Way, South San Francisco 94080  
Joseph J. Drury, 125 Cambion Drive #9J 32  
Oliver M. Rossington, 2867 Green Street 23  
John D. Crowley, Gen. Mgr. of Public Utilities  
John C. Farrell, Sec'y. & Asst. Gen. Mgr. Admin.  
James H. Leonard, Asst. to Gen. Mgr., Director  
Bureau of Public Service  
Dr. John M. Christensen, Jr., Asst. Gen. Mgr., Finance

**Bureaus and Departments**

Hetch Hetchy, 855 Harrison Street 07  
Oral L. Moore, Gen. Mgr. Hetch Hetchy  
Water and Power System  
558-3821

Municipal Railway, 949 Presidio Ave. 15  
Oral L. Moore, Actg. General Manager  
558-3214

Personnel & Safety, 901 Presidio Ave. 15  
Demo Adams, Director  
558-4037

Transportation, 949 Presidio Ave. #209 15  
James J. Finn, Director  
558-5441

Water Department, 425 Mason Street 02  
Arthur H. Frye, Jr., Gen. Mgr. & Chief Engineer  
558-3616

**RECREATION AND PARK COMMISSION**  
McLaren Lodge, Golden Gate Park 17  
Meets once a month only - 2nd  
Thursday at 2:30 P.M.  
558-4773

Loris Di Grazia, 427 Valley Drive, Brisbane, 40405,  
President  
Eugene L. Friend, 969 Market Street 03 Vice President  
Mrs. Carmen Dominguez, 3262 - 23rd Street 10  
Clemens R. Johnson, 3271 - 18th Street 10  
Mrs. J. Eugene McAtter, 130 Santa Ana Avenue 27  
Lucien A. Sabella, Fisherman's Wharf  
George P. Thomas, 1897 - 14th Avenue 22

Joseph Caverly, General Manager  
Commission Secretary

**REDEVELOPMENT AGENCY**  
839 Ellis Street 09  
(Address mail to P.O. Box 646, S.F. 01)  
Meets every Tuesday at 3:30 P.M.  
771-5800

Walter F. Kaplan, 1875 Broadway 09, Chairman  
Stanley E. Jensen, 3151 Mission Street 10  
Joe Mosley, 689 Los Pinos Drive 27  
James A. Silva, 5050 - 18th Avenue 12  
Frances J. Soliva, 455 Beach Street 33

Robert L. Ranney, Executive Director  
Wilbur Hamilton, Secretary

**RELOCATION APPEALS BOARD**  
Room 205 City Hall  
Meets 3rd Thursday at 2:00 P.M.  
450 McAllister Street 02, Conference Room  
558-2098

Percy H. Steele, Jr., Chairman  
Wesley Slade, Secretary

**RETIREMENT SYSTEM BOARD**  
770 Golden Gate Avenue 02  
Meets every Wednesday at 7:00 P.M.  
558-3991

Philip J. Kearney, 2243 - 37th Avenue 16, President  
Dean Anderson, 2030 Valley Street 23  
Warren Demeritt, 901 Presidio Avenue 15  
John J. Simpson, 252 Theresu Street 12  
Mrs. Meta K. Stanley, 1095 Market Street 03  
H. Brodie Stephens, M.D., 1105 Greenwich Street 09

**Ex-Officio Member**  
President, Board of Supervisors  
Daniel Mattrocco, Secretary-General Manager

**SAN FRANCISCO PORT COMMISSION**  
Ferry Building 11  
Meets 2nd and 4th Wednesday  
391-8000

Cyril Maginn, 59 Harrison Street 05, President  
Henry Bridges, 150 Golden Gate Avenue 02  
Michael J. Driscoll, 1096 South Van Ness Avenue 10  
James J. Rudden, 1301 San Jose Avenue 12  
Gory P. Vannelli, 595 Golden Gate Avenue 02

Miriam E. Wolff, Port Director

**SOCIAL SERVICES COMMISSION**  
385 Bush Street 08  
Meets 3rd Thursday at 9:30 A.M.  
Room 282 - City Hall  
558-4018

Robert E. Buckley, Jr., 2501 Harrison Street 10, Pres.  
Mrs. John M. Douglas, 2000 Ulloa Street 16,  
Vice President  
Herman L. Griffin, 1345 Mission Street 03  
John F. Henning, Jr., World Trade Center 11  
Yori Wada, 1530 Buchanan Street 15

Ronald H. Born, General Manager  
Department of Social Services  
Mary Beem, Commission Secretary

**WAR MEMORIAL TRUSTEES**  
Veterans Building Room 110  
Meets 2nd Thursday at 2 P.M.  
621-6600

**Opera House - 4th Floor**  
Gregory A. Harrison, 111 Sutter Street 04, President  
Mrs. Joseph D. Cuno, 3819 Jackson Street 18,  
Vice President

Mrs. Joseph L. Alioto, 34 Presidio Terrace 18  
Phillip S. Boone, 1010 Battery Street 11  
Frederic Campanelli, 120 Montgomery Street #2270  
George T. Davis, 405 Market Street 03  
George Gind, 220 Montgomery Street 04  
Prestis C. Hale, 601 California Street 08  
Sylvia C. Harrison, 1122 Harrison Street 03  
Moses Lasky, 111 Sutter Street 04  
Mrs. Madeleine Haas Russell, 3778 Washington Street 18

Managing Director  
Donald J. Michalske, Executive Secretary and  
Asst. Managing Director

**DEPARTMENTS UNDER THE CHIEF ADMINISTRATIVE OFFICER**

**AGRICULTURE AND WEIGHTS & MEASURES, DEPARTMENT OF**  
800 Phelps Street 24  
Ag. 558-3284  
W&M 558-4911

Raymond L. Bozzini, Commissioner of  
Agriculture and Soiler of Weights & Measures  
Farmer's Market, Bayshore & Alameda  
Frank J. O'Connell, Market Manager  
647-9423

**CORONER**  
850 Bryant Street 03  
Ervin J. Jindrich, M.D., Acting  
553-4694

**ELECTRICITY, DEPARTMENT OF**  
901 Rankin Street 24  
Burton H. Dougherty, General Manager  
Dorothy E. Smith, Sec'y. of Electricity Maintenance  
& Construction  
861-4000 Ext. 324

**FINANCE & RECORDS, DEPARTMENT OF**  
170 City Hall  
Virgil Elliott, Director  
County Clerk  
Robert Hare, Actg.

**Recorder**  
Lawrence Leguennec, Actg.  
Public Administrator  
Con. S. Siles, 1212 Market Street 02

Registrar of Voters  
Emmery Mihalj, 155 City Hall  
558-3964

**Tax Collector**  
Thad Brown, 107 City Hall  
558-3001

**Records Center**  
144 Townsend Street 07  
Elizabeth Avery, Superintendent  
of Records

**PUBLIC HEALTH DEPARTMENT**  
Health Center Building  
101 Grove Street 02 558-3831  
Frank J. Curry, M.D., Director of Public Health 558-4068  
Lorraine Scamiller, M.D., Asst. Director of Public Health, Public Health Programs 558-2097  
Joseph Nigola, Jr., Asst. Director of Public Health, Hospital Services 558-5122  
Barry Decker, M.D., Program Chief, Community Mental Health Services 558-4387  
Luzerna Honda Hospital, 7th Ave. & Dewey Bldg.  
Henry Seabag, Acting Administrator 664-1580  
San Francisco General Hospital, 22nd & Potrero  
C. Charles, Monodero, Administrator 648-8700  
Emergency Hospital Service, 135 Polk St. 558-3915  
William Yves, Acting Superintendent  
Ambulance number 431-2890  
**PUBLIC WORKS DEPARTMENT**  
360 City Hall 558-6161  
S. Myron Tatarian, Director  
Jeffrey Lee  
Assistant Director, Administrative, Acting  
Kenny Franchini  
Asst. Director, Maintenance & Operations  
Jeffrey Lee  
Asst. Director, Planning and Control  
**Bureaus**  
Accounts, 450 McAllister Street 02 558-4476  
Lester Fong, Acting Supervisor  
Architecture, 265 City Hall 558-4601  
Hugh W. Hurl, Acting City Architect  
Building Inspection, 450 McAllister Street 558-3051  
Alfred Goldberg, Supt.  
Building Repair, 2323 Army Street 24 558-4741  
J. S. Rutherford, Supt.  
Central Permit Bureau, 450 McAllister Street 558-3294  
Clyde Volens, Supervisor  
Engineering, 359 City Hall 558-3608  
Robert C. Levy, City Engineer  
Property Conservation, 480 McAllister St. 558-2577  
Bernard A. Cummings, Chief Property Cons. Div.  
**Bureau of Water Pollution Control**  
2323 Army Street 558-3394  
John Cratts, Acting Superintendent  
Street Cleaning, 2323 Army Street 24 558-4057  
Bernard M. Crotty Superintendent  
Street Repair, 2323 Army Street 24 558-3916  
Charles McAllister, Superintendent  
**PURCHASING DEPARTMENT**  
270 City Hall 558-5026  
Joseph Gavin, Purchaser of Supplies  
Robert Tecco, Asst. Dir. of Purchasing and Services 558-4379  
Central Shops, 800 Quind 24 558-3420  
A.M. Flaherty, General Superintendent  
Equipment and Supplies, 15th & Harrison Streets 558-2501  
Joseph C. Beck, Stores & Equipment Supervisor

Reproduction Bureau, 50 City Hall 558-3156  
Edward Funch, Blue Print and Repro. Mgr.  
**REAL ESTATE DEPARTMENT**  
430 St. Alister 558-3591  
Wallace Voorman, Director of Property  
Max Rubin, Asst. Director of Property  
Joseph Ealer, Acting Manager

# SEPARATE BOARDS AND DEPARTMENTS

**CALIFORNIA ACADEMY OF SCIENCES**  
Golden Gate Park 221-5100  
Dr. George E. Lindsay, Director  
**THE FINE ARTS MUSEUMS OF  
SAN FRANCISCO** 558-2881  
Lincoln Park 21  
Marie S. Jensen, Secretary  
Meets 2nd Tuesday of: Jan., April, July, Oct.  
10:00 A.M. at the de Young Museum  
Director and Chief Curator of Museums - Ian M. White  
**Board of Trustees**  
Ransom M. Cook, 433 California Street,  
Room 920 04, President  
Mrs. Alexander Albert, 2320 Lyon Street 15  
Joseph M. Branstetter, 665 Third Street 07  
Sheldon G. Cooper, #44 Montgomery Street,  
Suite 3300 04  
Christian De Guigne, 636 California Street 08  
Charles C. De Limer, #11 Montgomery Street 04  
R. Stanley Dollar, Jr., 311 California Street 04  
R. Gwin Folliis, 555 Market Street, Suite 1824 04  
Dr. James L. Gibbs, Jr., Stanford University,  
Stanford 94305  
Edward T. Harrison, 1170 Sacramento Street 08  
Clifford V. Heimbacher, 220 Bush Street,  
Room 1500 04  
Mrs. Frederick J. Hellman, 2770 Broadway 15  
Mrs. Robert Homans, 145 Bridge Road,  
Hillsborough, 94010  
George F. Jewett, Jr., Potlatch Forests, Inc.,  
P.O. Box 3591 19  
Mrs. Bruce Kicham, #15 Arguello Boulevard 18  
Cyril Magrin, #59 Harrison Street 03  
Mrs. Robert A. Magowan, 2100 Washington Street 09  
Peter McBean, 100 California Street 11  
Mrs. Robert Watt Miller, 1021 California Street 08  
Walter S. Newman, 44 Montgomery Street #519 04  
Adolph S. Rosekrans, 1045 Sansome Street 11  
Mrs. William P. Roth, Fubli, San Mateo 94401  
Emmett Solomon, Crocker Citi. Bank  
#1 Montgomery 20  
Charles de Young Thieriot, S.F. Chronicle 03  
Mrs. Nion Tucker, Burlingame Country Club,  
Burlingame, 94010  
Whitney Warren, 111 Telegraph Hill Boulevard 33  
Michel D. Weill, 126 Post Street, Room 606 08  
Harold D. Zellerbach, #1 Bush Street 04

## Ex Officio Members

Mayor  
President, Recreation & Park Commission

## Honorary Trustee

Avery Brundage, #10 North La Salle Street,  
Chicago, Illinois 60602  
Judge & Mrs. Lucius P. Green, 363 Los Palos Avenue  
Los Angeles, 90005  
Mrs. Alma Spruecker, c/o Miss Phyllis Bay,  
#2 Pine Street, 9th Floor 11  
Mrs. Charles Munn, c/o Mrs. C. Cremer,  
2001 Union Street, Room 300 23  
Mrs. William Lee Olds, 3377 Pacific Avenue 18

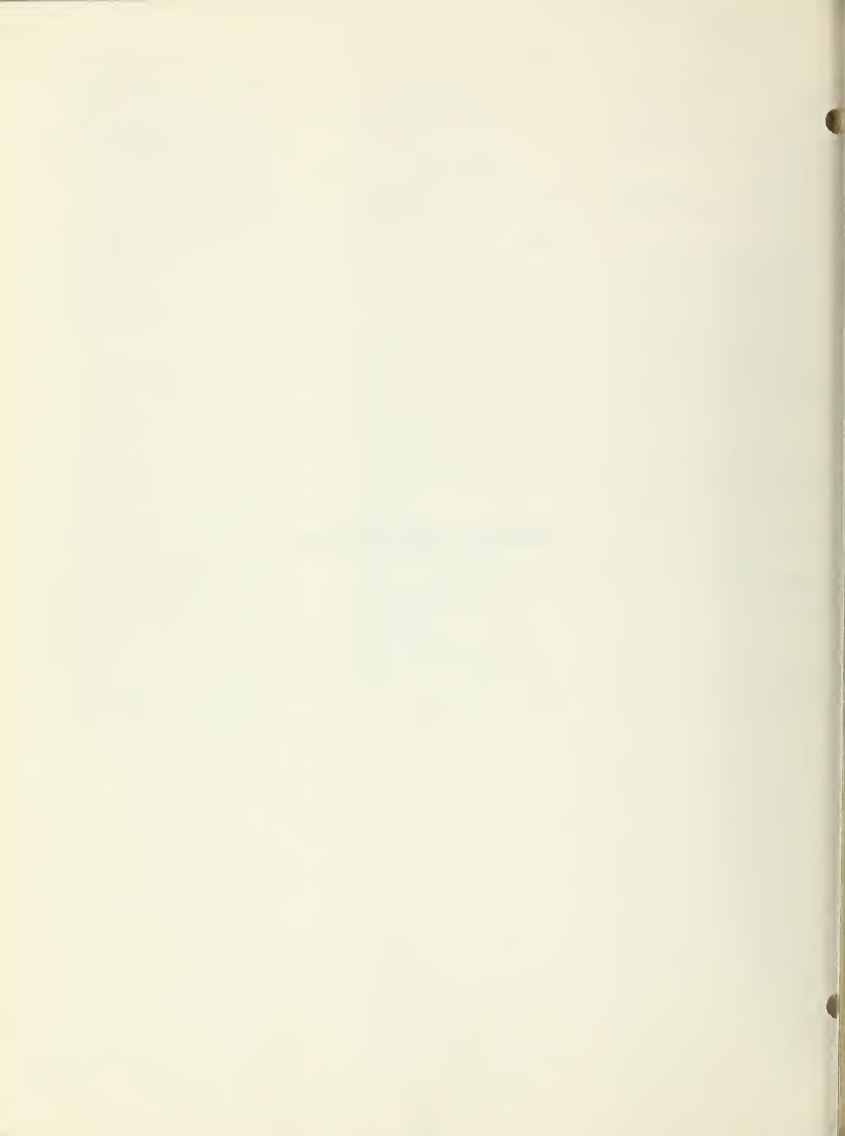
**ASIAN ART MUSEUM OF SAN FRANCISCO**  
Golden Gate Park 558-2993  
Ren-Yon Lefebvre d'Argencé,  
Director and Chief Curator

**ASIAN ART COMMISSION**  
41 Sutter Street #214 04 986-7625  
William E. Goetz, 2870 Filbert Street 23, Chairman  
Mrs. George T. Brady, 2613 Clay Street 15  
Alexander Calhoun, Jr., Graham & James, 310  
Sansome Street 04  
Allen D. Christensen, 780 Welch Road #100, Palo  
Alto  
Ransom M. Cook, 433 California Street #920 04  
Mrs. Gunther Detert, 2533 Filbert Street 23  
R. Gwin Folliis, 555 Market Street #1824 05  
James M. Gerstley, 160 Farm Road, Woodside 94062  
Reginald Del Valle Grady, 320 California Street 04  
Lee Benedict Grulin, 2800 Pacific Avenue 15  
Richard Gump, Gump's Inc., 250 Post Street 08  
Samuel I. Hayakawa, 225 Eldridge Avenue, Mill Valley  
Mrs. Jacquelin H. Hume, 4600 Bank of America Center  
94120  
George F. Jewett, Jr., Potlatch Corp., Inc.,  
1 Maritime Plaza 11  
Mrs. Albert E. Kern, Jr., 1960 Broadway 09  
Dr. Leo S. Kimbrough, 114 Santa Paula Avenue 37  
Dr. T. King Lee, Lee's Agency, 858 Clay Street 08  
Albert C. Lim, 1136 Spruce, Berkeley 94807  
Cyril Magrin, Joseph Magrin Co., 59 Harrison Street 1  
Edward Nagel, Oroweat Bakery, 364 So. Spruce, So.  
S.F. 94080  
Mrs. Richard R. Pettit, 1300 La Canada Road,  
Hillsborough, 94010  
Mrs. Earl R. Rouda, 2051 Ralston Avenue, Hillsborough  
94010  
William P. Scott, Jr., 2700 Broadway 15  
Mrs. Robert Seller, 2661 Broadway 15  
Mrs. Walter Shorestein, 740 El Camino Del Mar 21  
Dr. Haydn Williams, The Asia Foundation, 50 Kearns  
08

**LAW LIBRARY**  
436 City Hall 558-4620  
Harold E. Rowe, Librarian

**ANIMAL CONTROL CENTER**  
The San Francisco SPCA, Animal Control Officer  
621-1700  
2500-16th Street 03  
Charles W. Friedrichs, Executive Vice-President  
and Secretary

SECTION E: PROGRAM OBJECTIVES





## SUMMARY LISTING OF PROGRAM OBJECTIVES

Objective 1. Develop a consolidated, central I/R system to accommodate both walk-in and telephone requests for assistance within the SFCOA central office using a common telephone network and distributing services on a neighborhood base throughout the City and County of San Francisco. This I/R system will include a follow-up component to monitor quality. The Central station will be in operation by 7-1-75 and not less than 5 neighborhood stations will be open and operating by the end of the grant year.

Objective 2. As a supplement to the Objective 1 (I/R System), a neighborhood based Supplemental Security outreach program will be implemented to identify and certify those individuals eligible for benefits under SSI. Estimated date for completion, October 13, 1975.

Objective 3. Develop and initiate an outreach technique as a basis for a one year outreach program specifically aimed at identifying the needs of San Francisco's isolated elderly. Such an outreach program will identify problems in the area of health, housing, energy crisis, and social isolation as they relate to the elderly.

Objective 4. As a portion of the Information and Referral and Education components: establish a division of advocacy to review all proposed legislation and rate changes with Public Utilities at the local, state, and federal levels. Advise the Commission on the Aging and the elected representatives and officials of the impact that such legislation and rate changes will have on the elderly. Represent the elderly at PUC hearings and serve as an advocate for the Senior Citizens with other governmental agencies. Develop methods and training techniques so the elderly may represent themselves before such agencies in the future.

Objective 5. Develop a system for coordinating nutrition programs with emphasis on providing specific social and supportive services to Nutrition program participants at 3 congregate dining sites.

Objective 6. Develop an educational component to meet training needs. Begin to initiate training of COA Staff, Volunteers, and some nutrition (Personnel) with a longer range goal of providing ongoing training for the Staff of the AAA, the Commission on the Aging, community and governmental leaders, and the elderly of San Francisco. In addition to training, the educational component will provide consultation regarding strategies for improving the conditions of the elderly.



## SUMMARY LISTING OF PROGRAM OBJECTIVES

Objective 7. Collect and analyse data on existing Transportation services in the City and County of San Francisco with special emphasis on the utilization of alternate methods by Senior Citizens as for completion, October 1, 1975.

Objective 8. Based on the data obtained from Objective 7, develop a system for coordinating, pooling and expanding transportation resources for the elderly. Utilize operating reimbursement technique, coordinated dispatching, and assignment of new vehicles to expand the already provided service.

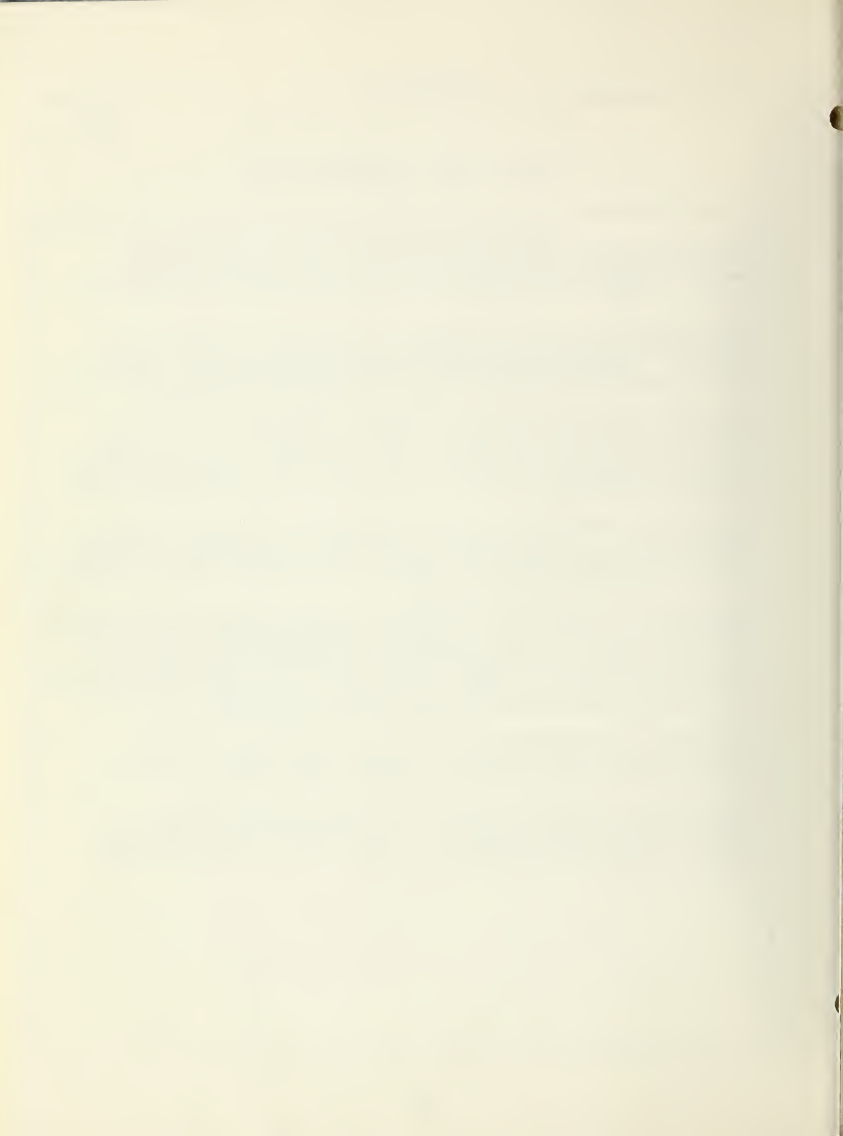
Objective 9. Formulate and develop a method to provide support and services to various groups and organizations serving the elderly. This will include the pooling and sharing of equipment, small grants for equipment and training in program development or expansion as well as the needs, characteristics and potential of the elderly.

Objective 10. Formalize the structure and function of the Community Advisory Council to allow for broad community representation and to bring it into conformance with State and Federal guidelines, directives and policies. Estimated date for completion, December 31, 1975.

Objective 11. To increase local resources, identify & obtain national resources delivered to the elderly in a 12-month period beginning with the approval of this plan document, through the coordination of existing local resources and the pooling of previously untapped or under utilized local and national resources. The anticipated amount of national resources will require close contact with federal agencies and national organizations serving the elderly.

Objective 12. To strengthen and formalize existing linkages with other governmental units within the City and County of San Francisco in order to identify under-utilized resources and expand existing services.

Objective 13. To initiate community organization meetings among the elderly in San Francisco for the purpose of sharing information, providing support, discussing needed programs and services, and participating in local government decisions which might affect them.



## STATEMENT OF ACHIEVEMENT

List each program objective set forth in the area plan for the preceding budget year and follow with statement specifying, in measurable terms, progress to date

<u>December</u>	<u>31</u>	<u>1974</u>
(month)	(day)	(year)

in meeting the objective.

Statement of Objective (# 1): To establish in San Francisco a method for coordinating planning efforts in the City and County of San Francisco which will also provide for coordinating, expanding service programs and activities for older San Franciscans by means conforming to the regulations of the Older Americans Act and the California State Plan on Aging.

Statement of progress to date:

No significant progress toward establishing method.

Statement of Objective (# 2): To establish in the City and County of San Francisco a method to collect, retrieve, classify and disseminate regularly, information about the needs and problems of older San Franciscans. This will include information on both current and planned services, particularly the progress of Titles III and VII programs.

Statement of progress to date:

No significant progress in establishing method.



## STATEMENT OF ACHIEVEMENT

List each program objective set forth in the area plan for the preceding budget year and follow with statement specifying, in measurable terms, progress to date

December 31 1974 in meeting the objective.  
(month) (day) (year)

Statement of Objective (# 5): To develop, in cooperation with public and private service agencies, a county information and referral system and to monitor and evaluate its usefulness to all older San Franciscans.

Statement of progress to date:

No significant progress in development of system.

Statement of Objective (# 6): To conclude a working agreement between the Area Agency and the District Offices of the Social Security Administration in San Francisco to improve information and referral services of both the SSA and the area agency.

Statement of progress to date:

An informal, oral agreement was made with SSA to train SSI outreach workers at a later time. (See Objective #7 of this Plan.)





## STATEMENT OF ACHIEVEMENT

List each program objective set forth in the area plan for the preceding budget year and follow with statement specifying, in measurable terms, progress to date

December	31,	1974
(month)	(day)	(year)

in meeting the objective.

Statement of Objective (# 7): To continue efforts already begun and used in cooperation with the San Francisco Municipal Railway system for special purposes of older San Franciscans (pooled resource) and to increase, improve and coordinate other transportation resources available to elderly San Franciscans, some of which include escort services.

## Statement of progress to date:

1. A cooperative working relationship was established with MUNI.
2. The hours for use of reduced Senior fare were extended to full 24-hour day.
3. A reduced fare monthly FAST PASS for Seniors was established.
4. A program for greater sensitization of bus drivers to special needs of Seniors was begun.
5. Notices posted on each bus and streetcar requesting reservation of front seats for the elderly and the handicapped.

Statement of Objective (# 8): To continue the demonstration begun by California Commission on Aging, January 1, 1973, that an institution providing resident care and services to the elderly can extend its facilities and services to provide day care to older citizens living at home.

## Statement of progress to date:

Provided partial funding to a resident day care center for the elderly (Jewish Home For the Aged) through the end of Plan year.



## STATEMENT OF ACHIEVEMENT

List each program objective set forth in the area plan for the preceding budget year and follow with statement specifying, in measurable terms, progress to date

December	31	1974
(month)	(day)	(year)

 in meeting the objective.

Statement of Objective (# 9): To continue funding the transportation linkage needed for direct services at a major health care center, serving principally a poor minority clientele when direct funding from the California Office on Aging ends on September 30, 1974.

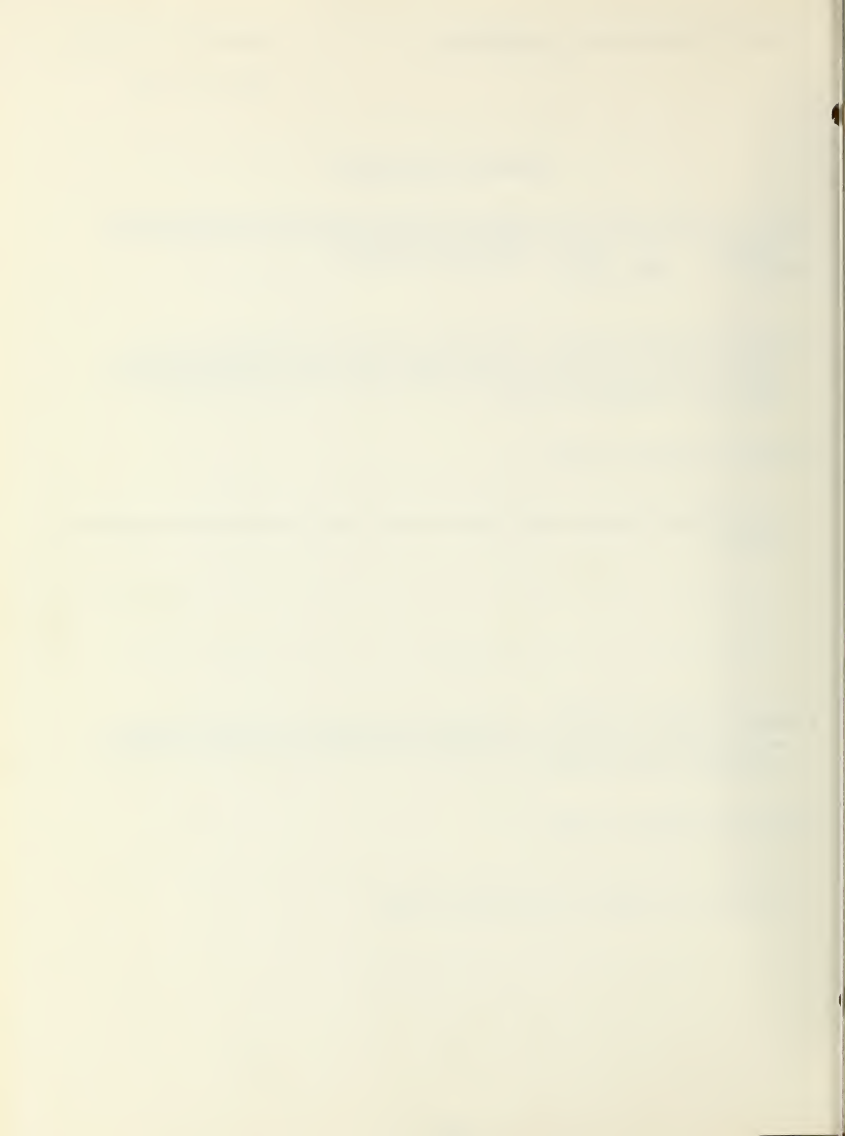
Statement of progress to date:

Provided partial funding to day care center for elderly (On Lok) for transportation purposes.

Statement of Objective (# 10): To search out by means of visiting indigenous seniors, older citizens in need of services and ensuring that proper information is given and referrals made.

Statement of progress to date:

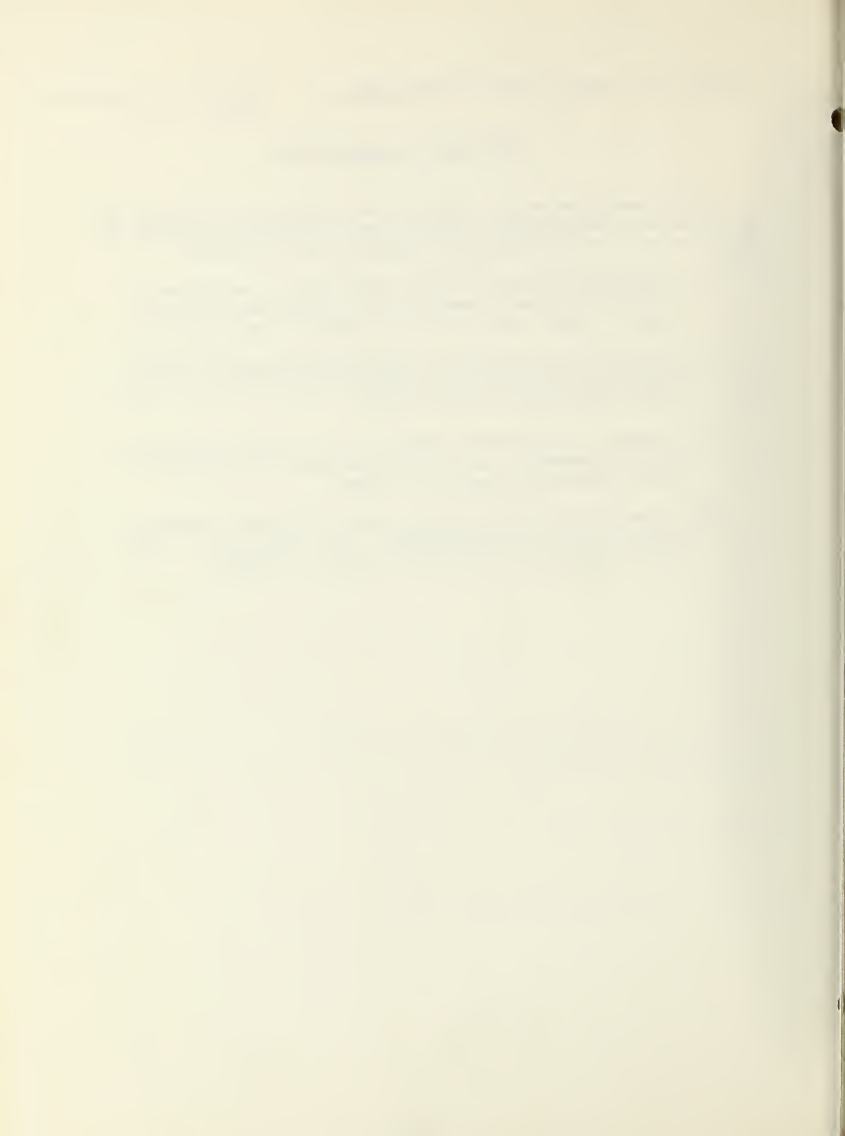
No significant progress in searching out means.



STATEMENT OF ACHIEVEMENT

The Commission on the Aging of San Francisco considers that it has made great progress in the area of potential funding of agencies and groups serving the aging by the following:

- 1) preparing criteria for any proposals to be funded by the San Francisco Commission on the Aging in an attempt to base the criteria on Federal specifications.
- 2) evaluation of proposals submitted by agencies along the lines of the criteria established by the San Francisco Commission on the Aging.
- 3) engaging in extensive dialogue with interested members of the community and service providers to ascertain which proposals should be funded.
- 4) preparing contracts, which often included extensive contact with city departments, and submission of selected proposals to the State Office on Aging.



**EXPLANATION OF PROGRAM OBJECTIVES**  
(Complete One Set for Each Objective)

Objective 1. Develop a consolidated, central I/R system to accommodate both walk-in and telephone requests for assistance within the SFCOA central office using a common telephone network and distributing services on a neighborhood base throughout the City and County of San Francisco. This I/R system will include a follow-up component to monitor quality. The Central station will be in operation by 7/1/75 and not less than 5 neighborhood stations will be open and operating by the end of the grant year.

Rationale for Selecting Objective:

I/R services are a mandate for the AAA. If we are to address ourselves to the needs of seniors, it is necessary to provide a comprehensive I/R system which will eliminate the diffuse, duplicative and sometimes inadequate efforts of various agencies who only provide information to those people participating in their service. The key factors that will make this I/R system more effective are the location of center where Senior Citizens are and the very strong quality monitoring through the follow-up technique. As the first line of contact between Senior Citizens and the COA, I/R will become the base for coordination and planning and the continuous assessment of needs in the City.

By distributing services on a neighborhood basis, several things are accomplished: seniors have easy access to information and on-going dialogue between the community and AAA is established. In most instances, follow-up on referrals is very limited. By staffing outreach workers in the neighborhoods, efficient followup will be established. One-to-one relationships will be established to facilitate contact and allow for review of service quality. An advocacy component of I/R would fill a need not currently met by providing short-term legal counseling to older residents of the community.

Expected Impact of Objective

The establishment of a central office with neighborhood base stations will bring information to all elderly who have access to a telephone or are able to get to a neighborhood office. The follow-up component will enable the agency to measure whether service provided was adequate and provide a base for determining unmet needs as a part of the planning process. The identification of specific needs of seniors will enable the AAA to work toward the provision of total service for Senior Citizens.

Agencies Involved

See Exhibit D-4 plus others to be developed.





MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 1)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>1</u> ) STEP 1 Develop Job descriptions for I&R Staff	Director and Deputy Director	July 1975
OBJECTIVE (# <u>1</u> ) STEP 2 Hire and Train Staff	Director Deputy Director I&R Coordinator Education Coordinator	August 1975
OBJECTIVE (# <u>1</u> ) STEP 3 Review demographic data to locate target neighborhoods for I&R sites	Planner Community Developer & Prog. Developer	August 1975
OBJECTIVE (# <u>1</u> ) STEP 4 Design operating system, forms and develop file of community resources	Evaluation Coordinator Planner I&R Coordinator	September 1975
OBJECTIVE (# <u>1</u> ) STEP 5 Submit requests for proposals to house I&R sites, review and approve proposals, and establish I&R Sites (I&R will be phased in hence 2 target dates)	Deputy Director Comm. Devel. I&R Coordinator Planner	September 1975 November 1975
OBJECTIVE (# <u>1</u> ) STEP 6 Publicize I&R operations and open I&R headquarters (see Note Step #5)	Comm. Devel. Dept Director I&R Coordin. Prog. Develop.	September 1975 November 1975
OBJECTIVE (# <u>1</u> ) STEP 7 Evaluate service providers, update resource file	I&R Coordinator Volunteer Coord. Evaluation Coordinator	Continuous process
OBJECTIVE (# <u>1</u> ) STEP 8 Re-evaluate I&R system, forms, sites, and service	Dept. Director Evaluation Coordinator I&R Coordinator Planner	December 1975



**EXPLANATION OF PROGRAM OBJECTIVES**  
(Complete One Set for Each Objective)

Objective 2 . As a supplement to the Objective 1 (I/R System), a neighborhood based Supplemental Security outreach program will be implemented to identify and certify those individuals eligible for benefits under SSI. Estimated date for completion, October 13, 1975.

Rationale for Selecting Objective:

The AAA is charged with providing I/R service to older persons. Over 20% of San Francisco seniors have incomes below the poverty threshold. Many of these individuals may be eligible for Supplemental Security Income. In order to quickly and efficiently reach the maximum number of persons who may be eligible for additional benefits, the AAA will establish a SSI outreach program as a component of its neighborhood based I/R Service and train outreach workers to provide this service in the areas known to have high concentration of elderly with low incomes. Such areas will include, but are not limited to Bayview Hunters Point, the Mission, Chinatown and the Tenderloin.

Expected Impact of Objective:

The neighborhood based Supplemental Security outreach program will serve to increase the level of understanding of SSA programs and eligibility that older people hold.

Agencies Involved:

See Objective 1.



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 2)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>2</u> ) STEP 1 Hire & train Program Developer	Executive and Deputy Director	July 1975
OBJECTIVE (# <u>2</u> ) STEP 2 Develop and sign contracts with SSA and service contractors	Asst. Director & Deputy Director Program Developer	July 1975
OBJECTIVE (# <u>2</u> ) STEP 3 Develop SSI Alert accounting and reporting system	Evaluation Coordinator Program Devel..	July 1975
OBJECTIVE (# <u>2</u> ) STEP 4 Identify sources of volunteers ; recruit and train paid and volunteer staff	Volunteer Coordinator Comm. Devel.	July 1975
OBJECTIVE (# <u>2</u> ) STEP 5 Install telephone system	Assistant Director	July 1975
OBJECTIVE (# <u>2</u> ) STEP 6 Publicize SSI Alert, begin outreach	Comm. Dev. Volunteer Coord.	August 1975
OBJECTIVE (# <u>2</u> ) STEP 7 Terminate program.	Deputy Director Prog. Devel.	October 1975
OBJECTIVE (# <u>2</u> ) STEP 8 Prepare and issue final report and make recommendations for I&R System	Asst. Director	October 1975



## SUMMARY LISTING OF PROGRAM OBJECTIVES

Objective 3. Develop and initiate an outreach technique as a basis for a one-year outreach program specifically aimed at identifying the needs of San Francisco's isolated elderly. Such an outreach program will identify problems in the areas of health, housing, energy crisis, and social isolation as they relate to the elderly.

Rationale for Selecting Objective:

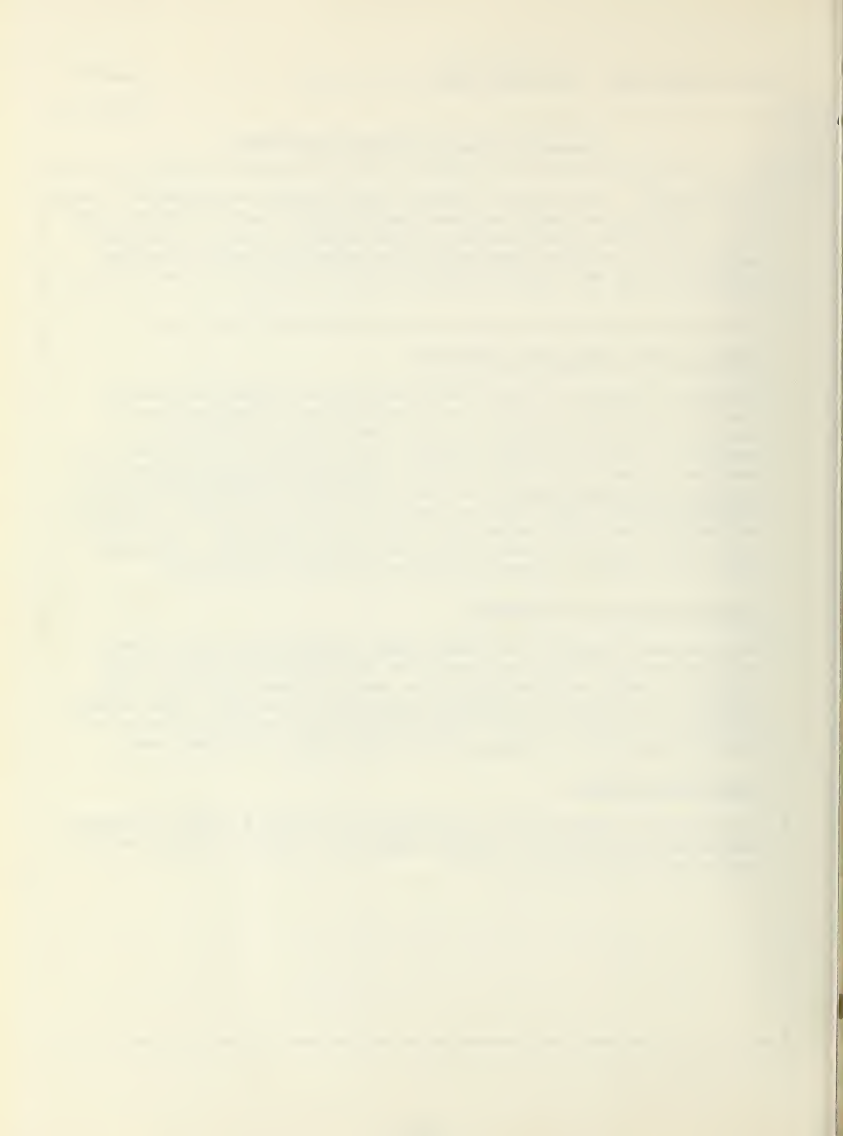
A number of seniors in San Francisco live in isolation because they are not highly visible or identifiable. These seniors are cut off from the mainstream of life and are not recipients of services or benefits which seniors are entitled to. The AAA will provide a direct link between these services and the delivery of services by establishing a community outreach program made up of workers who will seek out the isolated elderly in their residences and bring them into contact with community resources. Once these individuals and their needs have been identified, the collected data will provide a base for future direction of the AAA.

Expected Impact of Objective:

The outreach program will reach large concentrations of elderly on a one-to-one basis and hopefully identify some isolated individuals as well as identifying the needs of many others who are living in concentrated neighborhoods within the City. The identification of needs in these concentrated areas will provide an efficient base for a planning service provision in future years.

Agencies involved:

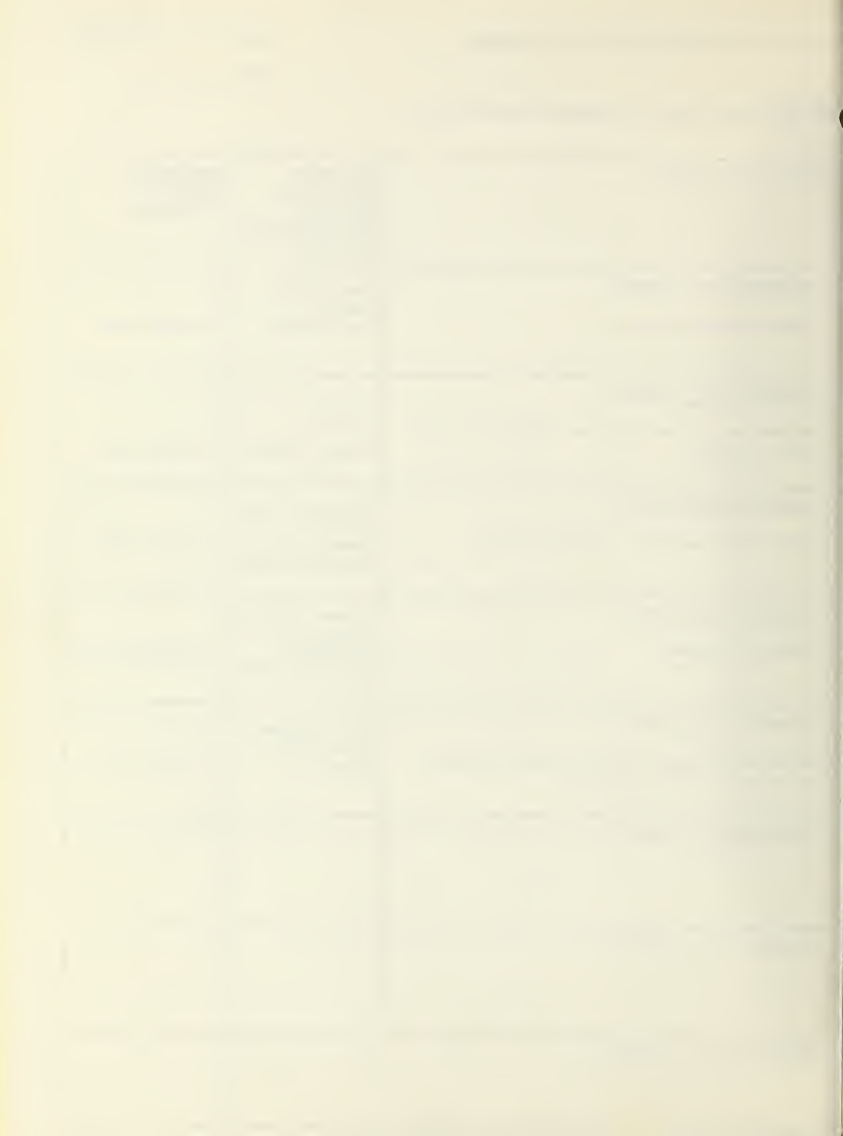
San Francisco Departments of Health, Recreation & Park, and Social Services, San Francisco Housing Authority, Social Security Administrator and California P. U. C.





MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 3)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>3</u> ) STEP 1  Design Outreach System	Eval. Coord. Planner Comm. Develop.	August 1975
OBJECTIVE (# <u>3</u> ) STEP 2  Request and approve bids for provision of out- reach services	Director  Deputy Director	August 1975
OBJECTIVE (# <u>3</u> ) STEP 3  Hire, train, and place outreach Workers	Director & Dep. Director Commun. Devel. Education Coord.	August 1975
OBJECTIVE (# <u>3</u> ) STEP 4  Initiate Outreach	Commun. Develop. Director of Volunteers I&R Coordinator	September 1975
OBJECTIVE (# <u>3</u> ) STEP 5  Review and evaluate outreach system (periodic evaluations will be conducted)	Dep. Director Eval. Coordin. Planner	October 1975
OBJECTIVE (# <u>    </u> ) STEP 6		
OBJECTIVE (# <u>    </u> ) STEP 7		
OBJECTIVE (# <u>    </u> ) STEP 8		



EXPLANATION OF PROGRAM OBJECTIVES  
(Complete One Set for Each Objective)

Objective 4. As a portion of the Information and Referral and Education components, establish a division of advocacy to review all proposed legislation and rate changes with Public Utilities at the local, state, and federal levels. Advise the Commission on the Aging and the elected representatives and officials of the impact that such legislation and rate changes will have on the elderly. Represent the elderly at P.U.C. hearings and serve as an advocate for the Senior Citizens with other governmental agencies. Develop methods and training techniques so the elderly may represent themselves before such agencies in the future.

Rationale for Selecting Objective:

Legislation and proposed legislation affecting older people is increasing. It is impossible and impractical to expect various organizations or individuals to obtain and process all legislative information. Since there are no organized programs in San Francisco that monitor and report pending legislation, the establishment of a legislative advocacy unit to review and advise the AAA, elected representatives, and the senior community is necessary. The Administration on Aging has set as a national priority for all AAA's the energy crisis. The SFCOA will, as a portion of this objective, monitor activities of the P.U.C., the state agency with the most control over the availability of utility services. The AAA feels that the elderly can be most effective when they are self-sufficient and independent. In order to obtain this goal, we will work toward method of self representation for the elderly.

Expected Impact of Objective:

Seniors will become more able to serve as their own advocates and lobbyists for governmental programs and activities that effect their ability to maintain independence.

Agencies involved:

San Francisco Board of Supervisors, State Legislature, U. S. Congress, P.U.C., Area Universities and Law Schools, National Senior Citizens Law Center.

# THE EFFECTS OF INFORMATION TECHNOLOGY ON THE LIBRARY AND INFORMATION SERVICES

The effects of information technology on the library and information services have been a topic of interest for many years. The rapid development of information technology has led to a significant change in the way that information is stored, retrieved, and disseminated. This has led to a number of challenges for libraries and information services, including the need to update their collections, to develop new services, and to ensure that their staff are equipped with the necessary skills to use the new technology. In this paper, we will discuss the effects of information technology on the library and information services, and we will explore some of the challenges that libraries and information services face in the face of this technology.

## 1. INTRODUCTION

The library and information services have always been a part of our society, and they have always played a vital role in the dissemination of information. However, the rapid development of information technology has led to a significant change in the way that information is stored, retrieved, and disseminated. This has led to a number of challenges for libraries and information services, including the need to update their collections, to develop new services, and to ensure that their staff are equipped with the necessary skills to use the new technology. In this paper, we will discuss the effects of information technology on the library and information services, and we will explore some of the challenges that libraries and information services face in the face of this technology.

## 2. THE EFFECTS OF INFORMATION TECHNOLOGY

The effects of information technology on the library and information services have been a topic of interest for many years. The rapid development of information technology has led to a significant change in the way that information is stored, retrieved, and disseminated. This has led to a number of challenges for libraries and information services, including the need to update their collections, to develop new services, and to ensure that their staff are equipped with the necessary skills to use the new technology.

## 3. CONCLUSION

The effects of information technology on the library and information services have been a topic of interest for many years. The rapid development of information technology has led to a significant change in the way that information is stored, retrieved, and disseminated. This has led to a number of challenges for libraries and information services, including the need to update their collections, to develop new services, and to ensure that their staff are equipped with the necessary skills to use the new technology.

MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 4)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>4</u> ) STEP 1 Hire and train legislative advocate.	Director Dep. Director & Community Developer	August 1975
OBJECTIVE (# <u>4</u> ) STEP 2 Acquire printed resources and information.	Legis. Advocate Community Devel. & Planner	October 1975
OBJECTIVE (# <u>4</u> ) STEP 3 Develop liaisons with appropriate private, City State and Federal and County agencies for information regarding impending legislation.	Legis. Advocate	October 1975
OBJECTIVE (# <u>4</u> ) STEP 4 Prepare policy statements on legislation for the Commission on Aging and appear before legislative hearings as a representative of the San Francisco Commission on the Aging.	Legis. Advocate	Continuous as Needed
OBJECTIVE (# <u>4</u> ) STEP 5 Help train Senior Citizens in the techniques of self-representation.	Legis. Advocate Commun. Devel. Education Coord. Program Devel.	November 1975
OBJECTIVE (# <u>4</u> ) STEP 6 Hold public hearings on needs of the elderly related to legislation.	Legis. Advocate Deputy Director Comm. Devel. Educ. Coordin.	December 1975
OBJECTIVE (# <u>    </u> ) STEP 7		
OBJECTIVE (# <u>    </u> ) STEP 8		



**EXPLANATION OF PROGRAM OBJECTIVES**  
(Complete One Set for Each Objective)

Objective 5. Develop a system for coordinating nutrition programs with emphasis on providing specific social and supportive services to Nutrition program participants at 3 congregate dining sites.

Rationale for Selecting Objective:

Sometimes it is merely a lack of information which keeps people from taking needed action. Many older people could benefit from important social services which would enable them to maintain their independence. However, when some older people seek information regarding social services they tend to become confused and defeated when subjected to referral and re-referral. In San Francisco there are a number of nutrition sites which attempt to deliver needed social services. Accomplishment of this task can be measured in varying degrees of success.

It, therefore, becomes necessary for another dimension to be added to existing dining sites so that the maximum amount of funds for meals be spent on that purpose. In order to provide linkage between nutrition participants and I/R services which will result in a uniform quality of social services, the AAA will develop, coordinate and establish social service adjuncts at congregate dining sites.

Expected Impact of Objective:

Access to social services will be provided to seniors who may feel hesitant about approaching established social service agencies; thereby freeing money to provide for more better meals.

Agencies involved:

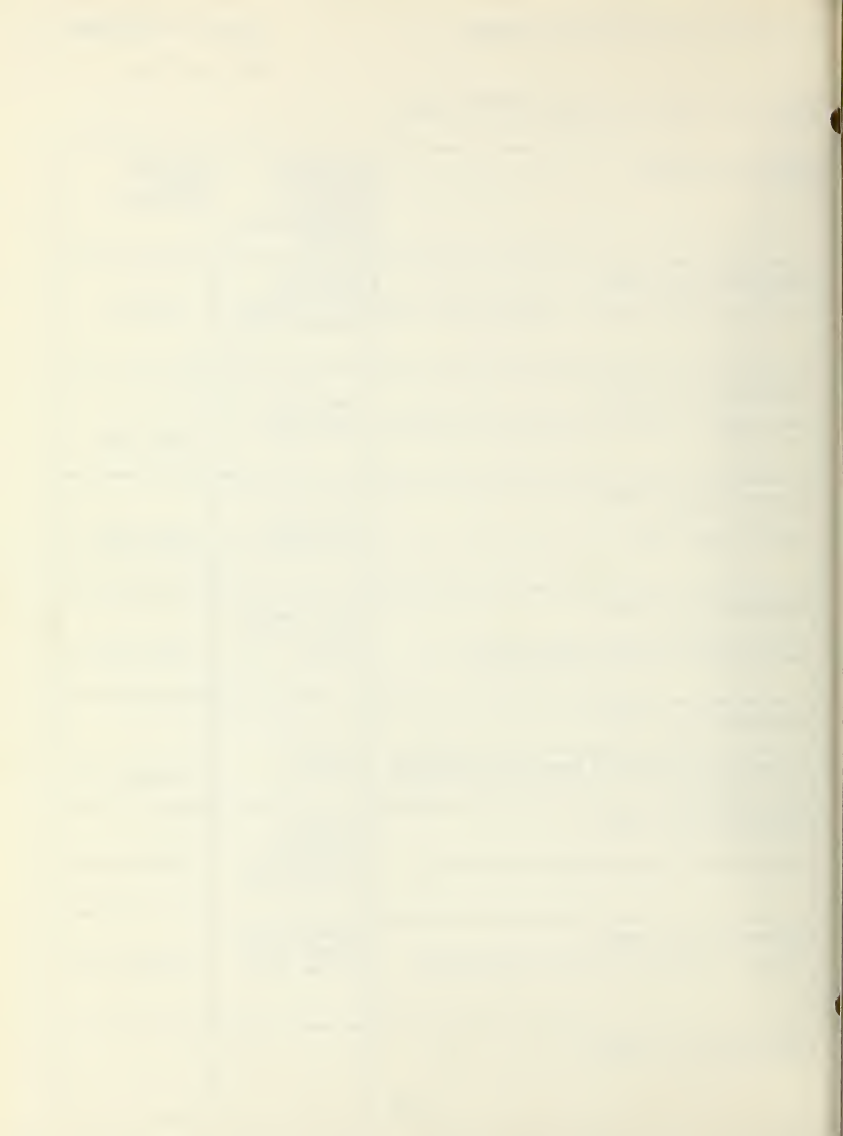
Area Nutrition Programs, Area Educational Institutions.





MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 5)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>5</u> ) STEP 1 Review existing programs at congregate meal site.	Evaluation Coordinator Comm. Developer Volunteer Coord.	July 1975
OBJECTIVE (# <u>5</u> ) STEP 2 List needs for supportive services at congregate meal sites.	Evaluation Coordinator	August 1975
OBJECTIVE (# <u>5</u> ) STEP 3 Identify unmet needs.	Evaluation Coordinator	August 1975
OBJECTIVE (# <u>5</u> ) STEP 4 Select and approve three sites with which to develop close cooperative relationship.	Dep. Director Comm. Developer Planner	October 1975
OBJECTIVE (# <u>5</u> ) STEP 5 Prepare and enter into agreement which provides at least one supportive & gap-filling service at each of three sites and which includes an evaluation component.	Executive Director	November 1975
OBJECTIVE (# <u>5</u> ) STEP 6 Cooperatively define training needs at sites	Education Coordinator Program Devel. & Comm. Devel.	November 1975
OBJECTIVE (# <u>5</u> ) STEP 7 Arrange for training. (Refer to Objective 6)	Education Coord. Program Devel. & Comm. Devel.	December 1975
OBJECTIVE (# <u>    </u> ) STEP 8		



EXPLANATION OF PROGRAM OBJECTIVES  
(Complete One Set for Each Objective)

Objective 6. Develop an educational component to meet training needs. Begin to initiate training of COA staff, volunteers, and some nutrition personnel with longer range goal of providing ongoing training for the staff of the AAA, the Commission on the Aging, community and governmental leaders, and the elderly of San Francisco. In addition to training, the educational component will provide consultation regarding strategies for improving the conditions of the elderly.

Rationale for Selecting Objective:

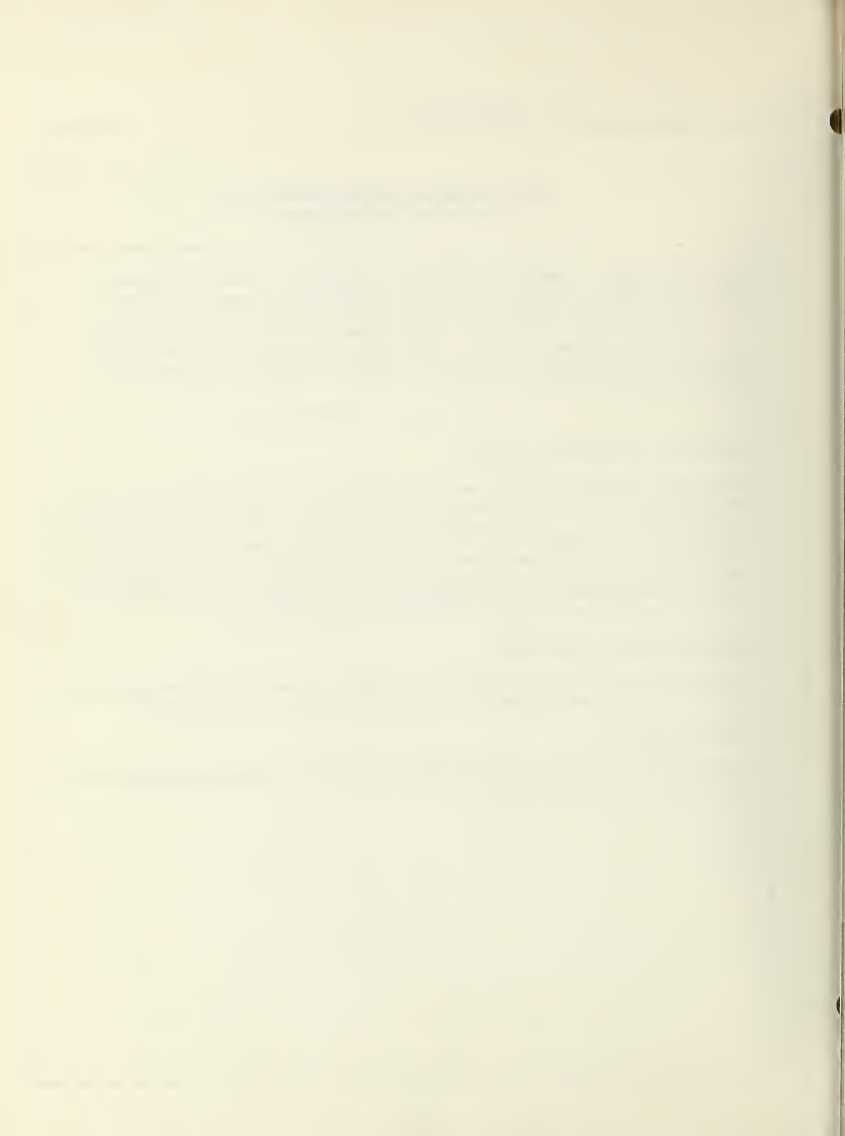
Before any untapped resources can be brought to bear on the needs of the elderly, the potential sources of service must be made aware of their opportunities for serving the elderly. To perform effectively, the staff of the agencies and those working with the elderly must be exposed to the latest and most advanced information through a continuous in-service training program which will provide this most efficiently. The Commission, because of its unique structure, will be able to draw upon not only the members of the academic community but also the community leaders and experts in the field of gerontology.

Expected Impact of Objective:

Seniors and those people interested in working with seniors will be continually updated in methods and approaches relating to problems of the elderly.

Agencies involved:

San Francisco Community College District, San Francisco Unified School District, Area Educational Institutions.



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 6 )

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>6</u> ) STEP 1  Hire and train staff.	Executive Director Dep. Director	September 1975
OBJECTIVE (# <u>6</u> ) STEP 2  Recruit and train volunteers (loaned resources)	Ed. Coordinator. Volunteer Director Comm. Devel.	September 1975
OBJECTIVE (# <u>6</u> ) STEP 3  Training needs analyses	Ed. Coord. Evaluation Coordin Comm. Devel.	October 1975
OBJECTIVE (# <u>6</u> ) STEP 4  Solicit proposals for training.	Executive Dep. Director Ed. Coordin.	October 1975
OBJECTIVE (# <u>6</u> ) STEP 5  Develop Training & evaluation techniques	Ed. Coordin. Eval. Coord. Comm. Devel.	October 1975
OBJECTIVE (# <u>6</u> ) STEP 6  Review and complete agreements for training.	Exec. and Deputy Director Ed. Coord.	October 1975
OBJECTIVE (# <u>6</u> ) STEP 7  Conduct staff training conference (s).	Ed. Coordin.	November 1975 December 1975
OBJECTIVE (# <u>6</u> ) STEP 8  Conduct training for Seniors.	Ed. Coordin.	November 1975



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 6)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>6</u> ) STEP 1 Conduct training for nutrition site personnel.	Education Coordinator	December 1975
OBJECTIVE (# <u>    </u> ) STEP 2		
OBJECTIVE (# <u>    </u> ) STEP 3		
OBJECTIVE (# <u>    </u> ) STEP 4		
OBJECTIVE (# <u>    </u> ) STEP 5		
OBJECTIVE (# <u>    </u> ) STEP 6		
OBJECTIVE (# <u>    </u> ) STEP 7		
OBJECTIVE (# <u>    </u> ) STEP 8		





## EXPLANATION OF PROGRAM OBJECTIVES

(Complete One Set for Each Objective)

Objective 7 Collect and analyse data on existing transportation services in the City and County of San Francisco with special emphasis on the utilization of alternate methods as feeder and supplemental lines to the "MUNI" system. Estimated date for completion, October 1, 1975.

Rationale for Selecting Objective:

Mobility is a major priority for seniors. As their mobility increases, problems affecting seniors are more easily solved. Public transportation for seniors in San Francisco is more accessible since the adoption of the 5¢ fare and the Senior Fast Pass. However, transportation services for seniors must be further expanded and a comprehensive system must be established by providing alternative methods of transportation working in conjunction with or parallel to existing systems. Links must be provided between public and private systems; a system must be developed to co-ordinate the use of project vans for transportation purposes. If seniors can rely on a transportation system for daily needs then the quality of their lives will be greatly improved.

Expected Impact of Objective

This necessary part of the planning process will allow the COA to develop an intelligent and comprehensive transportation plan to serve the elderly by providing the necessary data.

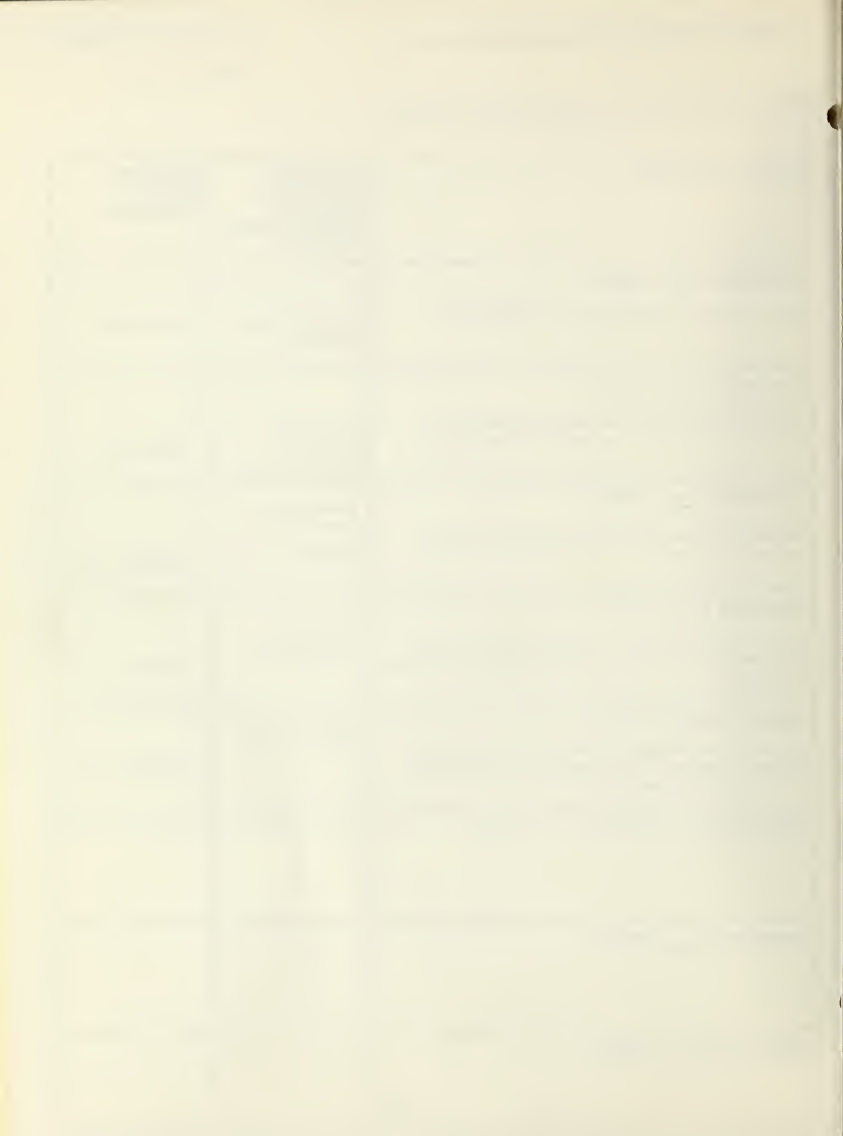
Agencies Involved

City Planning Department, Department of Community Development, MUNI Railway, Model Cities Agency, Current Mini-Van operators, Metropolitan Transportation Commission (ABAG).



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 7)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>7</u> ) STEP 1  Hire and train transportation coordinator.	Executive Dep. Director	August 1975.
OBJECTIVE (# <u>7</u> ) STEP 2  Collect data on MUNI and Bart Systems re: levels and quality of service (s) to Seniors.	Evaluation Coordinator Planner Assist Direct	August 1975
OBJECTIVE (# <u>7</u> ) STEP 3  Collect data on other and alternative transportation systems.	Evaluation Coordinator Planner	September 1975
OBJECTIVE (# <u>7</u> ) STEP 4  Analyze data on the use of MUNI/BART systems, e.g., hours of day X type of passengers, X types of trips.	Evaluation Coordinator	October, 1975
OBJECTIVE (# <u>7</u> ) STEP 5  Recommend any changes, report unmet needs, and suggest avenues for any necessary coordination or new equipment needed.	Asst. Direct. Eval. Coord.	November 1975.
OBJECTIVE (# <u>    </u> ) STEP 6		
OBJECTIVE (# <u>    </u> ) STEP 7		
OBJECTIVE (# <u>    </u> ) STEP 8		



## EXPLANATION OF PROGRAM OBJECTIVES

(Complete One Set for Each Objective)

Objective 8. Based on the data from objective 7, develop a system for coordinating, pooling, and expanding transportation resources for the elderly. Utilize operating reimbursement techniques, coordinated dispatching, and the assignment of new vehicles to expand the already provided services.

Rationale for Selecting Objective:

It is readily agreed upon that lack of transportation is a barrier which prohibits older people from leading independent lives. Since a number of older people no longer own cars because of high insurance costs and the inability to pass driving tests, it is mandatory that mass transit or alternatives to mass transit be thoroughly utilized in order to meet the routine of everyday living. Additionally, there are many seniors who suffer from dysfunction that severely limits their ability to utilize the conventional mass transit system. Upon that basis, the AAA will establish the necessary links to alternate transportation services for the elderly through the use of contracts with agencies to provide transportation service (free) or at a rate that is related to the income of seniors; by developing a system which will coordinate the use of project vans for seniors with special problems, while working to expand municipal transportation so that a range of options are available to older people in San Francisco.

Expected Impact of Objective:

Greater numbers of seniors will retain independence through mobility; while those seniors who suffer from dysfunction or apprehension about regular municipal transportation service will be provided a means to achieve mobility.

Agencies Involved:

See objective 7.



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 8)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>8</u> ) STEP 1 Develop links with volunteer coordinator.	Planner Volunteer Coordinator Evaluation Coordinator	August 1975
OBJECTIVE (# <u>8</u> ) STEP 2 Hire and train transportation dispatcher.	Transp & Support Coord. Education Coordinator	October 1975
OBJECTIVE (# <u>8</u> ) STEP 3 Develop criteria for cooperative agreements.	Evaluation Coord. Asst. Dir. Transprt Support Coordinator	November 1975
OBJECTIVE (# <u>8</u> ) STEP 4 Develop scheduling and routing technique.	Evaluat. Transp. & Support Coord.	November 1975
OBJECTIVE (# <u>8</u> ) STEP 5 Complete service agreements including reimbursements rates, method of dispatching and other areas of cooperation.	Asst. Dir. Transp & Support Coordin.	December 1975
OBJECTIVE (# <u>8</u> ) STEP 6 Purchase additional equipment as necessary	Asst. Dir. Transp. & Support Coord.	December 75
OBJECTIVE (# <u>    </u> ) STEP 7		
OBJECTIVE (# <u>    </u> ) STEP 8		





EXPLANATION OF PROGRAM OBJECTIVES  
(Complete One Set for Each Objective)

Objective 9. Formulate and develop a method to provide support and services to various groups or organizations serving the elderly. This will include the pooling and sharing of equipment, small grants for equipment, and training in program development or expansion based on the needs, characteristics, and potential of the elderly.

Rationale for Selecting Objective:

Approximately 20% of San Francisco's total population is comprised of people 60 years of age and over. There are over 200 groups and agencies which offer services to seniors. Some services are greatly fragmented, as a number of those providing services are not properly trained. In order to provide comprehensive services, the AAA, in conjunction with service providers, believes it has the responsibility to provide educational training and consultation necessary to those who come into contact with seniors on a daily basis.

Those clubs and organizations that provide valuable services to senior citizens often do so with minimal dues; therefore, their operating revenues are very low. It is necessary to keep dues low so as not to discourage members, but they are unable to provide programs that may be more costly and cannot afford equipment which would enhance the quality of their programs. The COA will, under this objective, establish two sub-components in addition to training. One will be to establish a bank of more expensive equipment such as a movie projector, slide projectors, tape recorders (video and audio) etc., that would be used infrequently by these clubs. The clubs may draw upon this equipment on a short-term loan basis to use at their functions. The other program will provide a series of small grants under \$1000 to clubs to purchase equipment that would be used regularly in their programs. The SFOCA understands this is a new approach for California, but it is also aware that similar programs have been operating very effectively in other states. An additional advantage for this program is that it can be of fixed duration (1 year) allowing for maximum use of the fiscal year 73 carryover funds. The vast majority of the funds would be expended in the current grant year in any event.

Expected Impact of Objective:

Pooling and sharing of equipment will provide a basis for senior groups to become informed on issues concerning them so that they may become advocates on their own behalf. It will strengthen the functioning of neighborhood based and citywide clubs for the elderly. It will have citywide effect and demonstrate to all of the elderly that the COA is a citywide agency attempting to assist them in achieving independence.

Agencies involved:

See Exhibit D-4 plus others to be developed.



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 9)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>9</u> ) STEP 1 Recruit, hire and train project staff.	Assist. Dir. Deputy Dir.	September 1975
OBJECTIVE (# <u>9</u> ) STEP 2 Develop forms and techniques and inventory system.	Evaluator Equip. Control Officer	September 1975
OBJECTIVE (# <u>9</u> ) STEP 3 Identify organizations serving the elderly	Planner Comm. Devel	September 1975
OBJECTIVE (# <u>9</u> ) STEP 4 Analyze needs of the organizations	Evaluation Comm. Dev. Asst. Dir	October 1975
OBJECTIVE (# <u>9</u> ) STEP 5 Establish criteria and requirements for grants.	Assist. Dir. Equip. Control Comm. Devel.	October 1975
OBJECTIVE (# <u>9</u> ) STEP 6 Acquire bank of loan equipment and prepare and affix necessary inventory identification	Equip. Control Officer	October 1975
OBJECTIVE (# <u>9</u> ) STEP 7 Develop and design training program for officers and members based on needs	Educ. Coord.	November 1975
OBJECTIVE (# <u>9</u> ) STEP 8 Develop cooperative agreements with organizations for sharing resources	Deputy Direc. Community Developer	November 1975



EXPLANATION OF PROGRAM OBJECTIVES  
(Complete One Set for Each Objective)

Objective 10 Formalize the structure and function of the Community Advisory Council to allow for broad community representative and to bring it into conformance with State and Federal guidelines, directives, and policies. Estimated date for completion, December 31, 1975.

Rationale for Selecting Objective:

The primary purpose of objective 10 is to expand and enhance the role of the CAC in relation to voting rights, review of area plans and direct service grants, review of fiscal accountability, advocacy and public relations in conformance with Section 11.4 of the Manual of Policies and Procedures for Planning, Coordination, and Evaluation of Grants for Community Services by Area Agencies on Aging under Title III of the Older American Act of 1965, as amended, California Office on Aging. Also, as a part of this objective a balance will be struck between the service providers and the service recipients to insure that there are sufficient methods for input from these recipients. A more formal structure will re-enforce and strengthen the advocacy role of the CAC.

Expected Impact of Objective

This objective will facilitate interaction with a broad representation of the entire community resulting in planning that reflects both community and agency perspectives.

Agencies Involved

CAC plus those listed on exhibit D-4.



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (#10)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>10</u> ) STEP 1 Analyze City's sub-groups and neighborhood structures	Planner	September 1975
OBJECTIVE (# <u>10</u> ) STEP 2 Hold community meetings to elicit proposals for restructuring COA (to be more representative and community-responsive).	Dep. Director Comm. Developer Planner	October 1975
OBJECTIVE (# <u>10</u> ) STEP 3 Recommend revised structure to CAC and COA	Executive Director  Dep. Director	November 1975
OBJECTIVE (# <u>10</u> ) STEP 4 Obtain approval for restructuring from CAC & COA	Executive Director  Dep. Director	December 1975
OBJECTIVE (# <u>10</u> ) STEP 5 Hold CAC elections	Comm. Developer Planner	December 1975
OBJECTIVE (# <u>    </u> ) STEP 6		
OBJECTIVE (# <u>    </u> ) STEP 7		
OBJECTIVE (# <u>    </u> ) STEP 8		





EXPLANATION OF PROGRAM OBJECTIVES  
(Complete One Set for Each Objective)

Objective 11. To increase local resources and to identify and obtain national resources delivered to the elderly in a 12 month period (beginning with the approval of this plan document) through the coordination of existing local resources and the pooling of previously untapped or under-utilized local and national resources. The anticipated amount of resource increase will be 10%. The identification and obtainment of national resources will require close contact with federal agencies and national organizations serving the elderly.

Rationale for Selecting Objective:

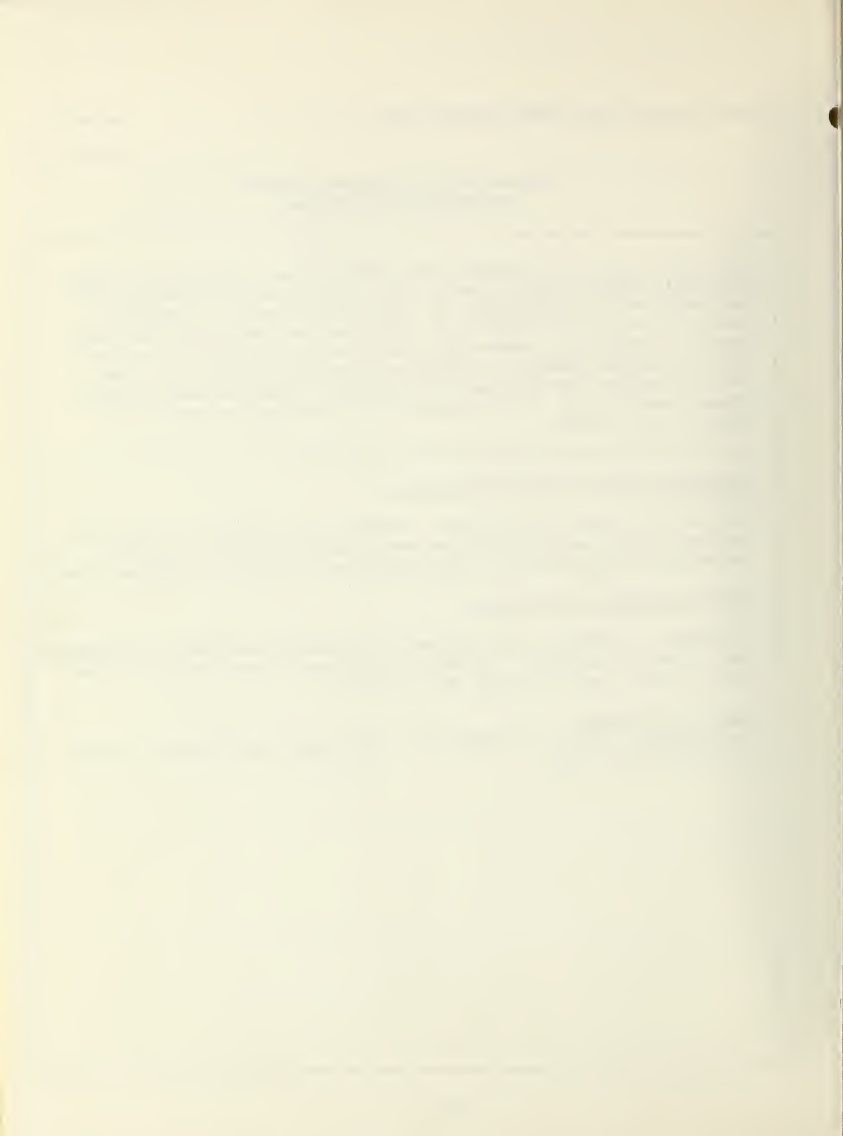
The desire to have the agencies serving the elderly, particularly the AAA, become self-sufficient and capable of expanding and supporting their services and programs with local or national funds.

Expected Impact of Objective

To increase community involvement and increase awareness of programs that serve the elderly. To assure continued operation in the unlikely event that AOA funds are cut off.

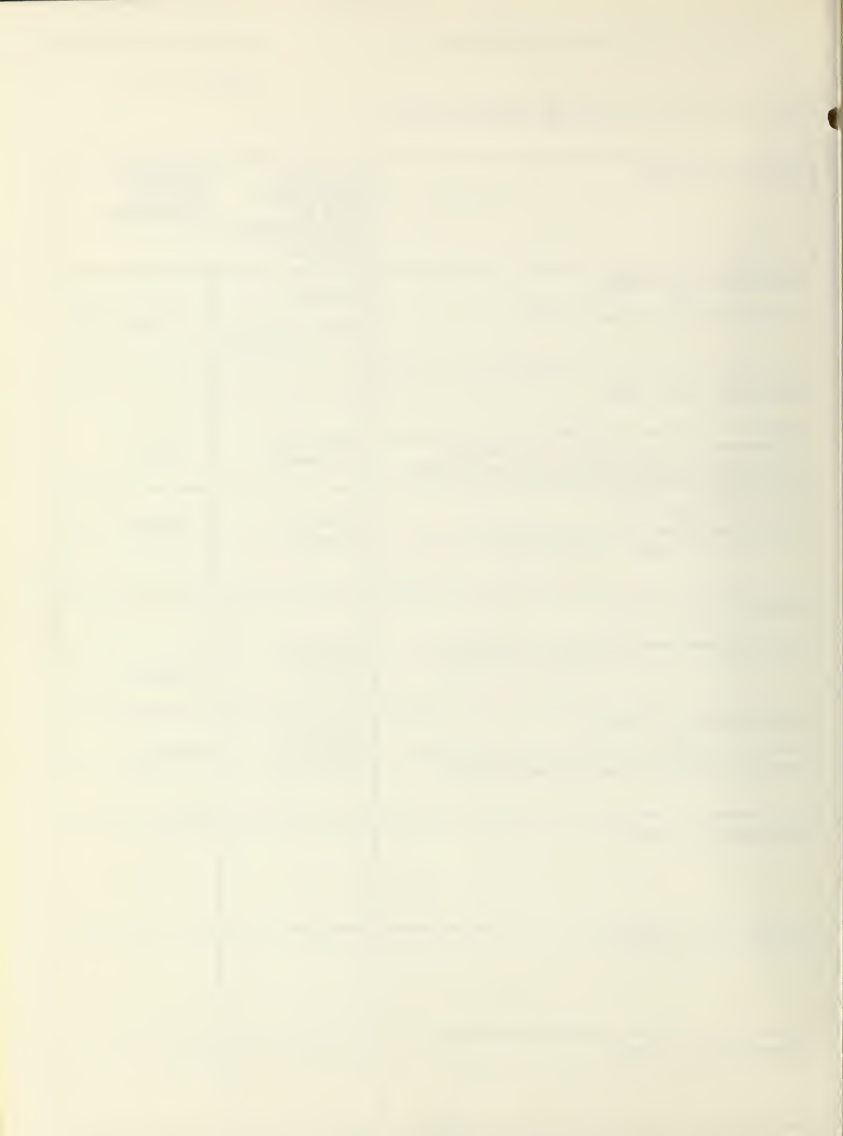
Agencies Involved

The agencies listed on exhibit D-4 plus those developed as a part of the I&R data base.



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (#11)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (#11) STEP 1 Compile Community Resource file	Planner I&R Coordinator	November 1975
OBJECTIVE (#11) STEP 2 Utilize education component to increase community awareness of the needs of the elderly; thereby encouraging expansion of services for the elderly to meet these needs.	Education Coordinator	Ongoing
OBJECTIVE (#11) STEP 3 Identify and locate potential sources of new volunteers throughout the community.	Volunteer Director	Ongoing
OBJECTIVE (#11) STEP 4 Develop linkage mechanisms for utilizing new volunteers in agencies serving the elderly.	Volunteer Director	Ongoing
OBJECTIVE (#11) STEP 5 Identify and expand potential organizational or in-kind resources for serving the elderly	Executive Asst. Dir. Deputy Dir.	Ongoing
OBJECTIVE (# ) STEP 6		
OBJECTIVE (# ) STEP 7		
OBJECTIVE (# ) STEP 8		



**EXPLANATION OF PROGRAM OBJECTIVES**  
(Complete One Set for Each Objective)

Objective 12. To strengthen and formalize existing linkages with other governmental units within the City and County of San Francisco in order to identify under-utilized resources and expand existing services.

---

Rationale for Selecting Objective:

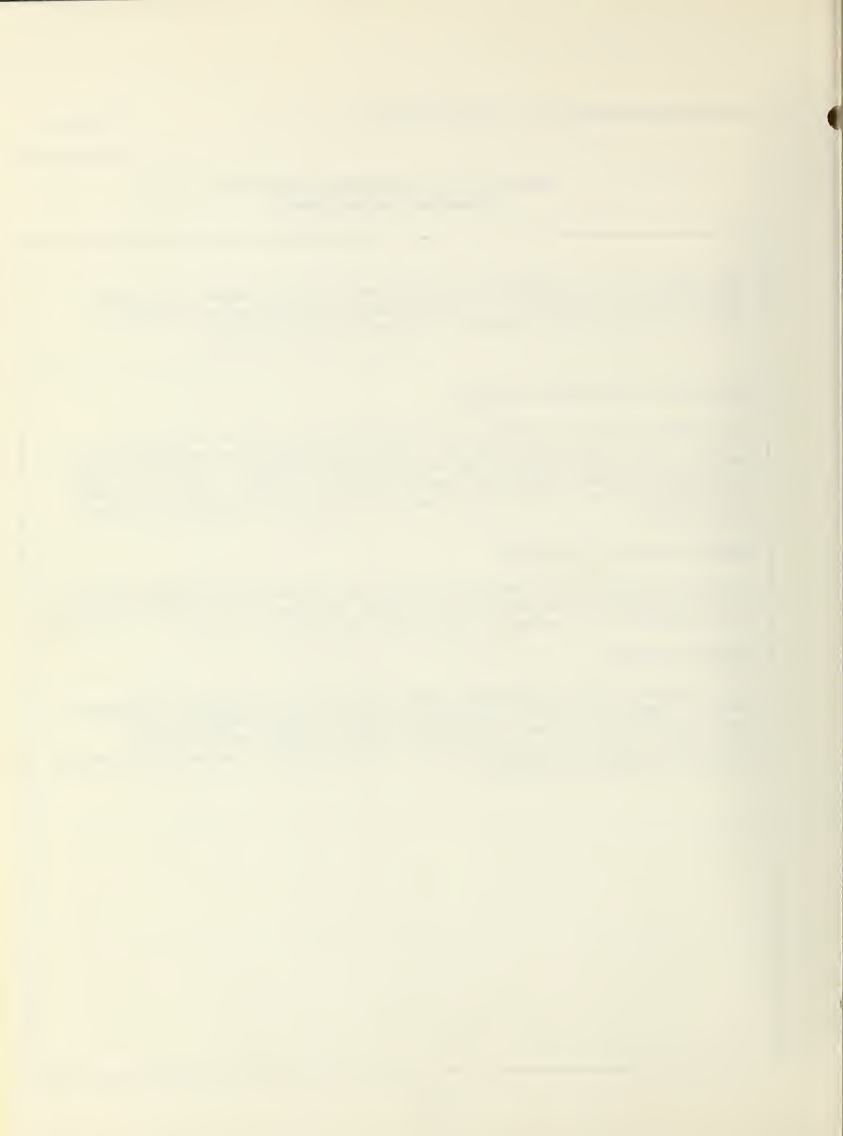
The largest purveyor of service in the San Francisco area is the City and County. It is only logical that the effort to pool, tap, and coordinate would begin with our sister agencies in the government structure. The COA will use the linkages already established through the Mayor's Office, the County Board of Supervisors, and the Ex Officio Members of the COA as a vehicle to obtain this objective.

Expected Impact of Objective:

To create a greater awareness of the needs and problems of the aged in addition to the opportunities for service to the aged. Three meetings will be held with City Departments as a method to enhance this objective.

Agencies involved:

Art Commission, Office of Manpower, Model Cities Office, Community Development, Board of Supervisors, Board of Education, City Planning Commission, Civil Service Commission, Economic Opportunity Council, Health Service System, Human Rights Commission, Public Library, Public Utilities Commission, Recreation and Park, War Memorial Trustees.



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 12)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>12</u> ) STEP 1 Hire and train program developer	Director & Asst. Dir	August 1975
OBJECTIVE (# <u>12</u> ) STEP 2 Contact and survey city and county gov't departments to determine level of services for the elderly	Program Developer Eval. Coord.	September 1975
OBJECTIVE (# <u>12</u> ) STEP 3 Meet with all government department heads to discuss expansion and coordination of services or resources	Dep. Director Prog. Devel. Planner	October 1975
OBJECTIVE (# <u>12</u> ) STEP 4 Meet bi-monthly with representatives of departments that exercise an impact upon the elderly population.	Prog. Devel. Planner Eval. Coord	December 1975
OBJECTIVE (# <u>    </u> ) STEP 5		
OBJECTIVE (# <u>    </u> ) STEP 6		
OBJECTIVE (# <u>    </u> ) STEP 7		
OBJECTIVE (# <u>    </u> ) STEP 8		





EXPLANATION OF PROGRAM OBJECTIVES  
(Complete One Set for Each Objective)

Objective 13. To initiate community organization meetings among the elderly in San Francisco for the purpose of sharing information, providing support, discussing needed programs and services, and participating in local government decisions which might affect them.

Rationale for Selecting Objective:

The myriad of programs for the elderly can be utilized for developing community awareness of and interest in this population group.

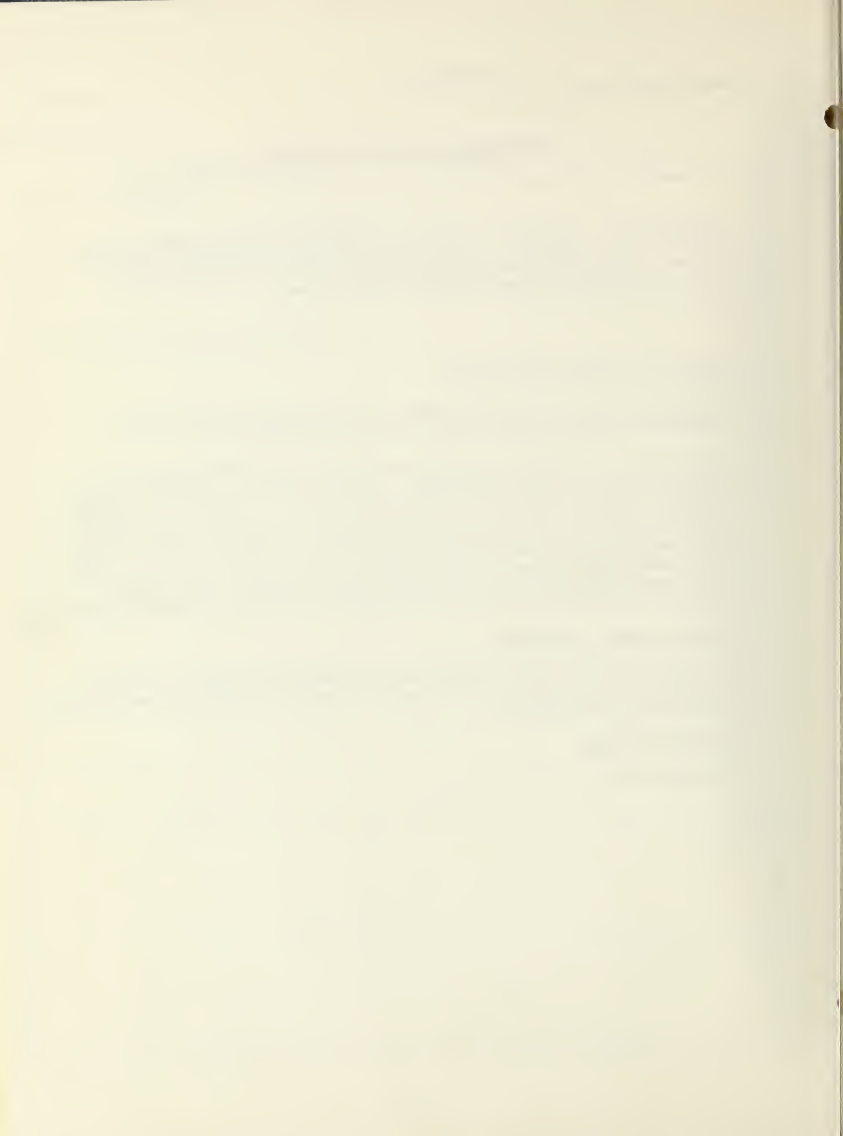
A first step in developing community awareness is to create a group of spokespersons for a given population. The most effective advocates for the concerns of the elderly are the elderly themselves. In order to strengthen the base of support and the base of knowledge of vital issues touching their lives; meetings will be held with various groups of elderly in San Francisco. These meetings may expand and become formalized, or might remain as a loose-knit communication network for the elderly of San Francisco. In any event, the determination will be made by the elderly themselves. Much of the ground work of this objective can be completed in conjunction with Objective #10.

Expected Impact of Objective

This objective will influence most existing structured groups of elderly in the City of San Francisco and will assist in making the elderly more effective spokespersons for themselves.

Agencies Involved

See Exhibit D-4A



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 13)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>13</u> ) STEP 1 Establish contact with the major groups of elderly in San Francisco. STEP 1A Create planning council of elderly	Comm. Devel. Ed. Coordin.  Comm. Devel. Ed. Coordin. Prog. Devel.	September 1975  September 1975
OBJECTIVE (# <u>13</u> ) STEP 2 Meet with sub-groups of elderly who are active in San Francisco to plan agendas for large group meetings.	Comm. Devel. Ed. Coordin.	September 1975
OBJECTIVE (# <u>13</u> ) STEP 3 Publicize meetings throughout the area.	Comm. Devel. Prog. Devel.	September 1975
OBJECTIVE (# <u>13</u> ) STEP 4 Hold meetings and determine key issues for the elderly to focus upon.	Comm. Devel. Ed. Coordin. Prog. Devel.	October 1975
OBJECTIVE (# <u>13</u> ) STEP 5 Develop issues of interest to the elderly.	Comm. Devel. Ed. Coordin. Legis. Adv.	October 1975
OBJECTIVE (# <u>13</u> ) STEP 6 Periodic meetings to develop issues relating to local policy for the elderly.	Comm. Devel. Other staff as required	As needed
OBJECTIVE (# <u>    </u> ) STEP 7		
OBJECTIVE (# <u>    </u> ) STEP 8		



**SECTION F: PLAN FOR AREA AGENCY ACTIVITIES**

(The area agency understands that all the activities proposed in this Section must be carried out in close conformance with the provisions prescribed in Section B of this Plan)





San Francisco TOTAL  
SUMMARY BUDGET FOR AREA AGENCY ON AGING ACTIVITIES A, B AND C

Budget Category	Percentage of Total Budget by Activity			Total (All Funds Requested)	Non-Federal Matching Funds	Total Budget	Other Resources
	A	B	C				
1. Personnel (Items A & Total):							
Director	30	50	20	\$ 4425	\$ 15078	\$ 19503	
Deputy Director		50	50	13419		13419	
Planner	100			7500		7500	
Program Developer		70	30	6250		6250	
Education Co-Ordinator		100		6498		6498	
Evaluation Co-ordinator		100		6498		6498	
Fixed Charges							
Total				11506	11727	23288	
2. Travel (Items A):							
Local Travel				1000		1000	
Intra-State				900		900	
Inter-State				3600	400	4000	
3. Equipment & Supplies (Items A):							
Capital Equipment				36515	587	37102	
Expendable Supplies				22000	1900	23900	
Non Capital Expenditures				2400		2400	
4. Other (Items A):							
Rent				14000		14000	
Telephone				4850	1400	6250	
Maintenance				450	50	500	
Membership & Resources				4300	200	4500	
5. Total Direct Costs: \$317,607				\$ 251727	\$ 65880	\$317607	
6. Total Indirect Costs					\$	\$	
7. Total Costs: \$317,607					\$	\$	

AAA Development and Administration of the Area Plan  
 \* - Copies are kept at the 15% Federal Matching Fund level and are not available for other purposes.  
 C - Funding of Area 301 but Unfunded Requirements (F-1) provided at 10 to 80% (per 2-10-79)





Budget Category	Percentage of Total Budget by Activity			Total All Funds Requested	Non-Federal Matching Fund	Total Budget	Other Reduction
	A	B	C				
1. Personnel (Name & Title):							
Community Developer	\$ 100	\$	\$	6250	\$	6250	
I & R Coordinator	100			8456		8456	
Asst. to Director	60	40			13288	13288	
Sec'y to Commission	100				11600	11600	
Legislative Advocate	100			2290		2290	
Trans. & Sup. Coordinator	100			6000		6000	
Fringe Benefits							
2. Travel (Itemize):							
3. Equipment & Supplies (Itemize):							
4. Other (Itemize):							
Training				6500		6500	
Printing & Duplicating				4800		4800	
Postage				4850	750	5600	
5. Total Direct Costs:				\$	\$	\$	
6. Total Indirect Costs:				\$	\$	\$	
7. Total Cost:				\$	\$	\$	

A - If funds are available up to 10% Federal Matching AAA Development and Administration of the Area Plan

B - Coordination of the Director of Existing Services (funds available up to 50% Federal Matching)

C - Pooling of All 100% but Unexpended Resources (funds available up to 50% Federal Matching)



Budget Category	Percentage of Total Available Activity				Total III Funds Requested	Non-Federal Matching Funds	Total Budget	Other Resources
	A	B	C	%				
1. Personnel (Name & Title):								
Dispatcher				100	4002	\$	4002	
Equip. & Control Officer				100	1251		1251	
Account Clerk		40	60	60	3710		3710	
Sr. Clerk Steno.		50	50	50	4000		4000	
Transcriber		100		100	5194		5194	
Clerk-Stenographer		66	34	66	8900	8900	8900	
Fringe Benefits								
2. Travel (Itemize):								
3. Equipment & Supplies (Itemize):								
4. Other (Itemize):								
5. Total Direct Costs					\$	\$	\$	
6. Total Indirect Costs					\$	\$	\$	
7. Total Cost					\$	\$	\$	

A - If over 50% of activity is up to 75% Federal Matched: AAA Development and Administration of the Area Plan  
 B - Coordination of the Delivery of Existing Services: Funds available up to 50% Federal Match  
 C - Planning & Admin. of New Programs: Funds available up to 50% Federal Match



Budget Category	Percentage of Total Budget by Activity			Title III Funds Requested	Non-Federal Matching Funds	Total Budget	Other Resources
	A	B	C				
1. Personnel (Name & Title):							
Clerk Typist			100	\$ 3710	\$	3710	
Clerk Typist		100		2968		2968	
Clerk Steno		100		3710		3710	
Student Intern	100			2775		2775	
Student Intern		100		2775		2775	
Student Intern		100		2775		2775	
Program Services							
2. Travel (Itemize):							
3. Equipment & Supplies (Itemize):							
4. Other (Itemize):							
5. Total Direct Costs				\$	\$	\$	
6. Total Indirect Costs				\$	\$	\$	
7. Total Costs				\$	\$	\$	

A = Personnel (Name & Title)  
B = Clerical Support  
C = Program Services  
D = Equipment & Supplies  
E = Other  
F = Total Direct Costs  
G = Total Indirect Costs  
H = Total Costs

If units include up to 15% Federal Matching AAA Development and Administration of the Area Plan  
If units include up to 15% Federal Matching (funds available at up to 20% Federal Matching)  
If units include up to 15% Federal Matching (funds available at up to 20% Federal Matching)



Budget Category	Percentage of Total Budget by Activity			Total III Funds Requested	Non-Federal Matching Funds	Total Budget	Other Resources
	A	B	C				
1. Personnel (Name & Title):							
Volunteer Coordinator			100	\$ 3000	\$	\$ 3000	
I&R Staff (7FTG)			100	18200		18200	
Program	70		30	8400		8400	
Community Reps. (CETA)			100				15678 *
Community Workers (CETA)			100				10062 *
Frags 3 and 4							
2. Travel (Itemize):							
3. Equipment & Support (Itemize):							
4. Other (Itemize):							
5. Total Direct Costs:				\$	\$	\$	
6. Total Indirect Costs:				\$	\$	\$	
7. Total Cost:				\$	\$	\$	

A - If costs are not up to 15% Federal Matching Fund Development and Administration of the Area Plan  
 B - Contribution of the District of Columbia for the project  
 C - Pooling of A's, B's and Unexpended Resources if not available at up to 15% Federal Matching Fund



SUMMARY BUDGET FOR AREA AGENCY ON AGING ACTIVITY A:  
AAA DEVELOPMENT AND ADMINISTRATION OF THE AREA PLAN (PROGRAM PLANNING)

Budget Category	Percentage of Total Budget by Activity		Title III Funds		Non-Federal Matching		Total Budget		Other Resources
	A	B	ACTIVITY A	ACTIVITY A	ACTIVITY A	ACTIVITY A	ACTIVITY A	ACTIVITY A	
1. Personnel Plans & Titles:									
Director	30		\$ 1328		\$ 4523		\$ 5851		
Deputy Director	-								
Planner	100		7500		-0-		7500		
Clerk Steno	66				5900		5900		
Program Specialist	70		5880				5880		
Student Intern	100		2775				2775		
Fringe Benefits			1474		2472		3946		
2. Travel (Domestic):									
Local Travel			50		-0-		50		
Intra State			200		-0-		200		
Inter State			100		400		500		
3. Equipment & Supplies (Domestic):									
Capital Equipment			1000		100		1100		
Expendable Supplies			1500		100		1600		
Non-Capital Expenditures			200		-0-		200		
4. Other (Domestic):									
Rent			800		-0-		800		
Telephone			300		100		400		
Membership-Resource Mat.			300		50		350		
Training			300		-0-		300		
Printing, Duplicating			288		-0-		288		
Postage			200		50		250		
5. Total Direct Costs:			\$24407		\$ 13695		\$ 38102		
6. Total Indirect Costs:									
7. Total Costs:									
38102									
8. Total Indirect Costs:									
0									
9. Total Costs:									
38102									

A - If this budget is used in the Area Agency on Aging, AAA Development and Administration of the Area Plan  
B - Coordination of the Agency of Existing Services if funds available at the 50% Federal level  
C - Planning of Additional Unassigned Resources if such resources at the 50% Federal level



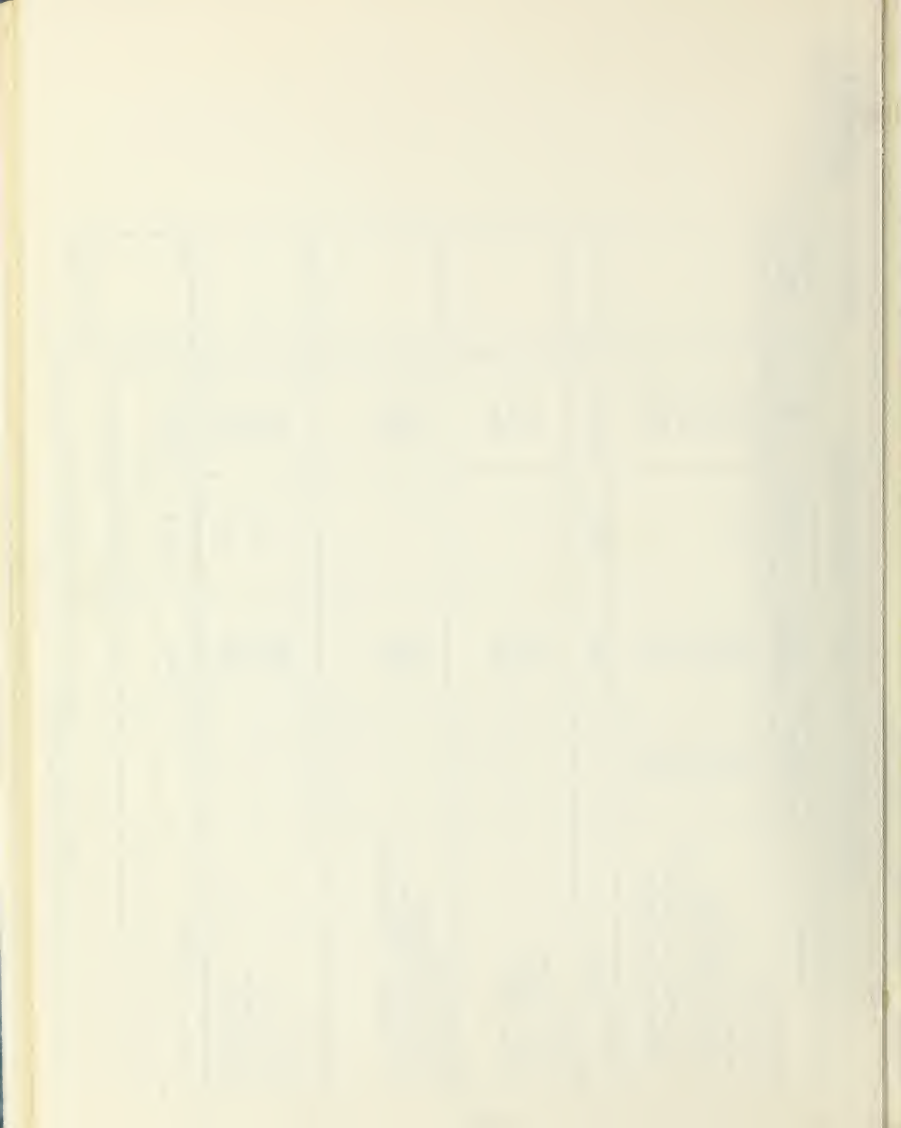
**SUMMARY BUDGET FOR AREA AGENCY ON AGING ACTIVITY B:  
COORDINATION OF THE DELIVERY OF EXISTING SERVICES**

Exhibit F-1

- Supplement B  
page 1 of 3

1. Personnel (Name & Title)	Percentage of Total Budget by Activity		Title III Funds Received		Non-Federal Matching Funds		Total Budget		Other Resources
	A	B	ACTIVITY B	ACTIVITY B	ACTIVITY B	ACTIVITY B	ACTIVITY B	ACTIVITY B	
Director	50		\$ 2213	\$ 7539	\$ 9752				\$
Deputy Director	50		6709		6709				
Program Developer	70		4374		4374				
Education Co-ordinator	100		6498		6498				
Evaluation Co-ordinator	100		6498		6498				
Community Developer	100		6250		6250				
<b>Area Director Total</b>			<b>5485</b>	<b>6506</b>	<b>11,991</b>				
2. Travel (Itemize)									
Local Travel			200		200				
Intra State			400		400				
Inter State			2000		2000				
3. Equipment & Support (Itemize)									
Capital Equipment			8000		8000				
Expendable Supplies			8000		8000				
Non-Capital Expenditures			400		400				
4. Other (Itemize)									
Rent			3600		3600				
Telephone			800	400	1200				
Maintenance			200		200				
Memberships (Cont'd)			1000	100	1100				
5. Total Direct Costs: <u>131296</u>			\$ 97079	\$ 34217	\$ 131296				
6. Total Indirect Costs			\$	\$	\$				
7. Total Costs			\$	\$	\$				

A = If unit budget is less than 15% Federal Match, AAA Development and Administration of the Area Plan  
 B = Combination of the Direct of Existing Service Funds available at up to 50% Federal Match  
 C = Funding of All but Unfunded Resources Funds available at up to 50% Federal Match

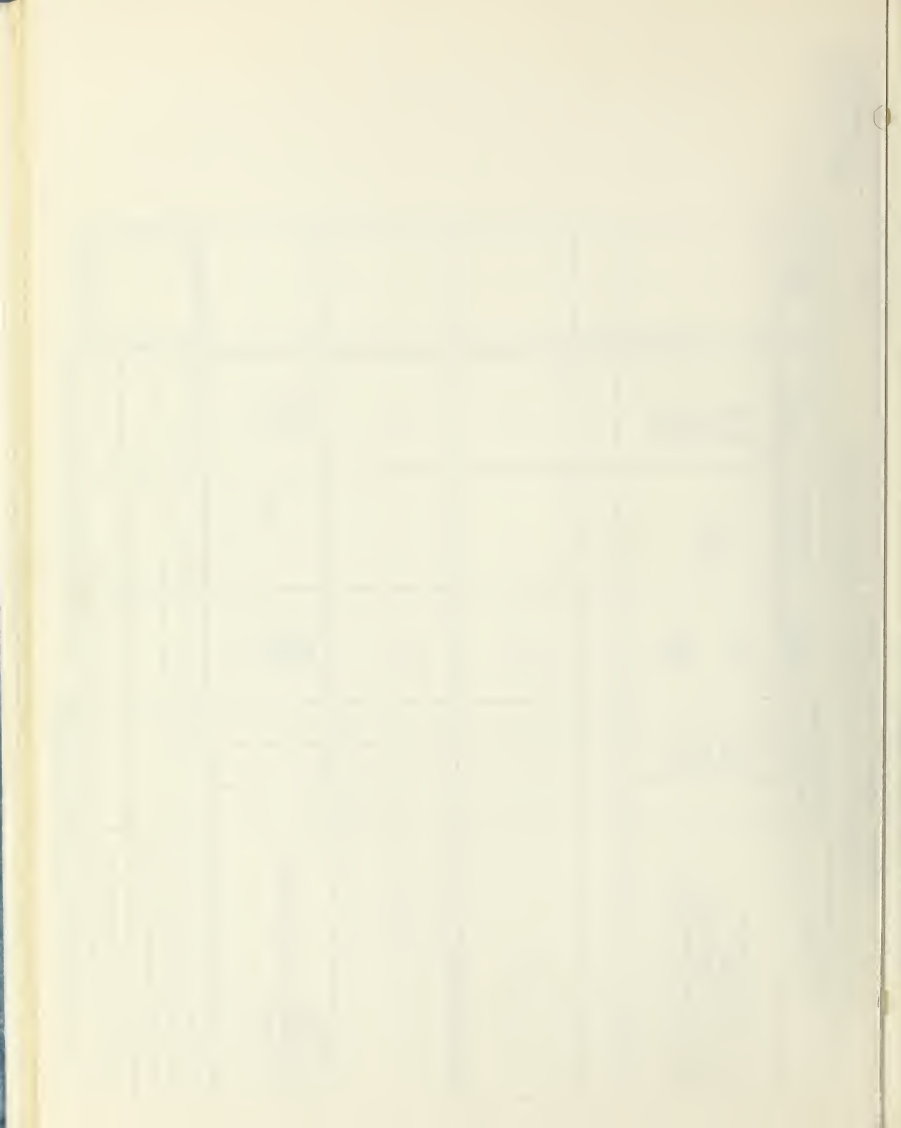


SUMMARY BUDGET FOR AREA AGENCY ON AGING ACTIVITY B:  
COORDINATION OF THE DELIVERY OF EXISTING SERVICES

Exhibit F-1 - Supplement B  
page 2 of 3

Budget Category	Percentage of Total Budget by Activity		Total (All Funds) ACTIVITY B	Non-Federal Matching ACTIVITY B	Total ACTIVITY B	Other Revenues
	0	1				
1. Personnel (Name & Title)						
I & R Coordinator	100		\$ 8456		\$ 8456	
Asst. Director	60			7972	7972	
Sec'y to Commission	100			11600	11600	
Legislative Advocate	100		2290		2290	
Account Clerk	40		1484		1484	
2. Travel (Name/Title)						
3. Travel (Name/Title)						
4. Other (Name/Title)						
Training & Duplicating			2000		2000	
Printing & Duplicating			1000		1000	
Postage			800	100	900	
5. Total Direct Costs			\$	\$	\$	
6. Total Indirect Costs			\$	\$	\$	
7. Total Costs			\$	\$	\$	

1. Personnel (Name & Title) - If more than one person is listed, list the name of the person who is the primary contact for the activity.  
2. Travel (Name/Title) - If more than one person is listed, list the name of the person who is the primary contact for the activity.  
3. Travel (Name/Title) - If more than one person is listed, list the name of the person who is the primary contact for the activity.  
4. Other (Name/Title) - If more than one person is listed, list the name of the person who is the primary contact for the activity.  
5. Total Direct Costs - The sum of the costs of all direct activities.  
6. Total Indirect Costs - The sum of the costs of all indirect activities.  
7. Total Costs - The sum of the direct and indirect costs.

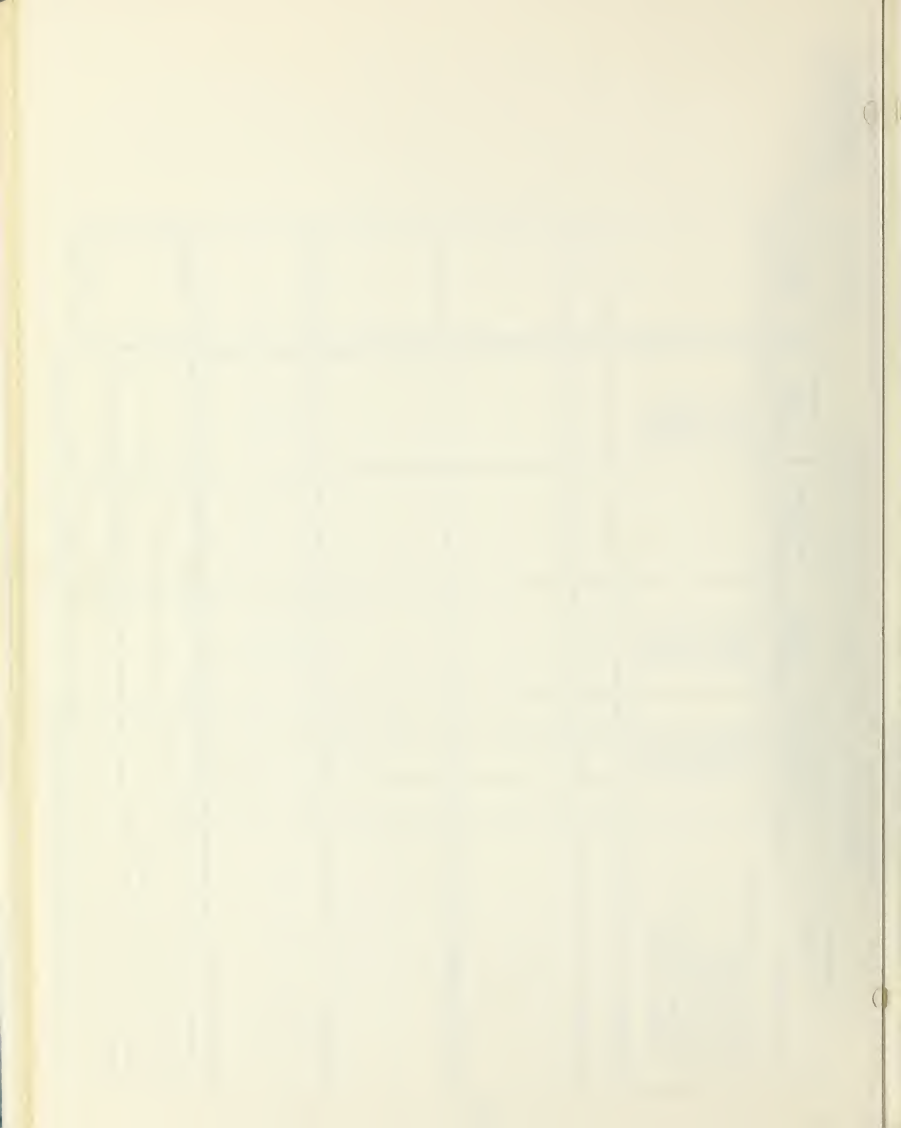


SUMMARY BUDGET FOR AREA AGENCY ON AGING ACTIVITY B:  
COORDINATION OF THE DELIVERY OF EXISTING SERVICES

Exhibit F-1 - Supplement B  
page 3 of 3

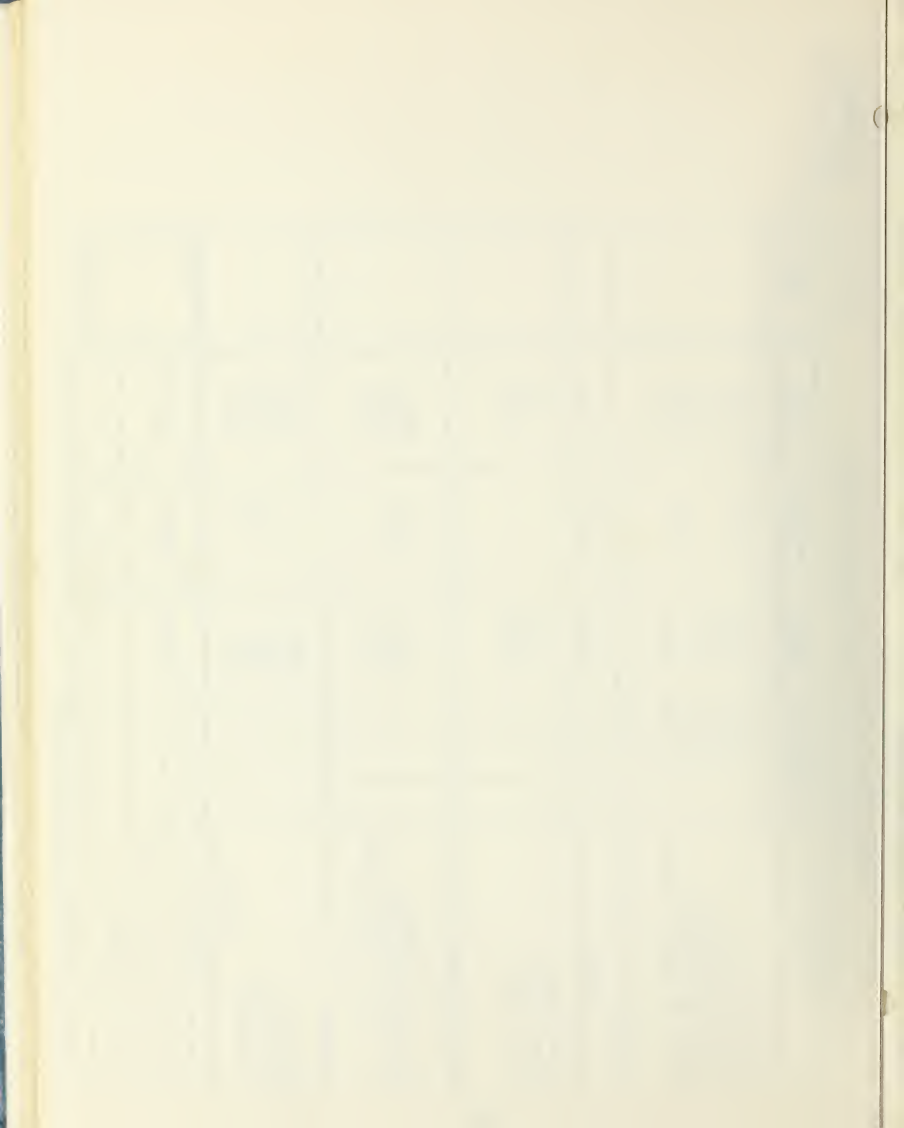
Budget Category	Percentage of Total Budget by Activity	Fiscal Year Budget	Non-Federal Matching Funds	Total Budget	Other Resources
1. Personnel (Name & Title)	2	ACTIVITY B	ACTIVITY B	ACTIVITY B	
Senior Clerk Steno	50	\$ 2000	\$	\$ 2000	
Transcriber	100	5194		5194	
Clerk Steno	100	3710		3710	
Clerk Steno	100	2968		2968	
Student Intern	100	2275		2275	
Student Intern	100	2275		2275	
Fringe Benefits					
2. Travel (Name/Title)					
3. Equipment & Supplies (Name/Title)					
4. Other (Name/Title)					
5. Total Direct Costs		\$	\$	\$	
6. Total Indirect Costs		\$	\$	\$	
7. Total Cost		\$	\$	\$	

A - Area Agency on Aging (AAA)  
B - Coordination of the Delivery of Existing Services  
C - Planning and Administration of the Area Plan  
D - Development and Administration of the Area Plan  
E - Planning and Administration of the Area Plan  
F - Planning and Administration of the Area Plan  
G - Planning and Administration of the Area Plan  
H - Planning and Administration of the Area Plan  
I - Planning and Administration of the Area Plan  
J - Planning and Administration of the Area Plan  
K - Planning and Administration of the Area Plan  
L - Planning and Administration of the Area Plan  
M - Planning and Administration of the Area Plan  
N - Planning and Administration of the Area Plan  
O - Planning and Administration of the Area Plan  
P - Planning and Administration of the Area Plan  
Q - Planning and Administration of the Area Plan  
R - Planning and Administration of the Area Plan  
S - Planning and Administration of the Area Plan  
T - Planning and Administration of the Area Plan  
U - Planning and Administration of the Area Plan  
V - Planning and Administration of the Area Plan  
W - Planning and Administration of the Area Plan  
X - Planning and Administration of the Area Plan  
Y - Planning and Administration of the Area Plan  
Z - Planning and Administration of the Area Plan





**AAA Development and Administration of the Area Plan**

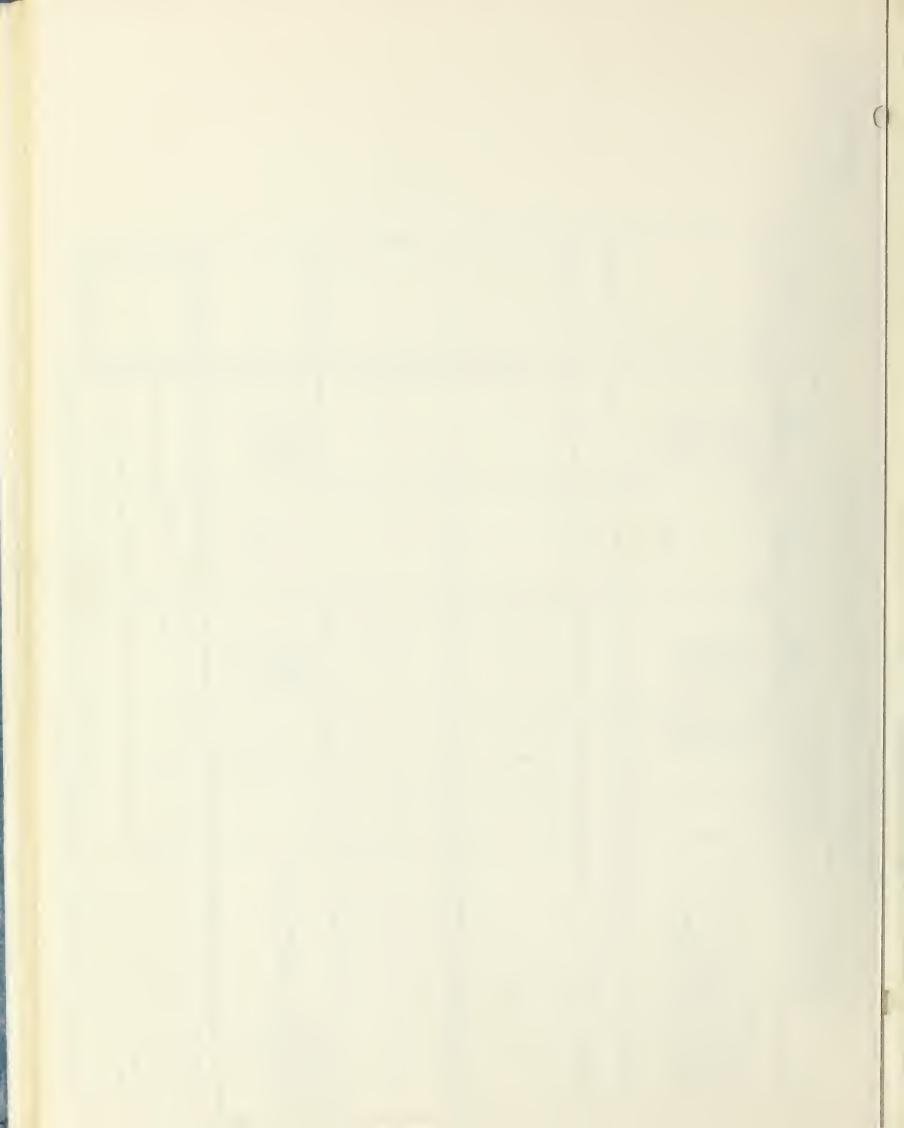


SUMMARY BUDGET FOR AREA AGENCY ON AGING ACTIVITY C:  
POOLING OF AVAILABLE BUT UNTAPPED RESOURCES

Exhibit F-1  
- Supplement C  
page 2 of 3

Budget Category	Percentage of Total Budget by Activity		Title III Funds Received	Non-Federal Matching Funds	Total Budget	Other Resources
	A	C				
1. Personnel (Name & Title):						
Dispatcher		100	\$ 4002		\$ 4002	
Equipment Control Officer		100	1251		1251	
Account Clerk		60	2226		2226	
Senior Clerk Steno		50	2000		2000	
Clerk Steno		34		3000	3000	
Fringe Benefits						
2. Travel (Amount):						
3. Equipment & Supplies (Amount):						
4. Other (Amount):						
Training			4000		4000	
Printing & Duplications			3500		3500	
Postage			3850	600	4450	
5. Total Direct Costs:			\$	\$	\$	
6. Total Indirect Costs:			\$	\$	\$	
7. Total Cost:			\$	\$	\$	

A - Comparison of funds available at up to 25% Federal Matched AAA Development and Administration of the Area Plan  
B - Comparison of funds available at up to 25% Federal Matched AAA Development and Administration of the Area Plan  
C - Pooling of Available But Untapped Resources



SUMMARY BUDGET FOR AREA AGENCY ON AGING ACTIVITY C:

POOLING OF AVAILABLE BUT UNTAPPED RESOURCES

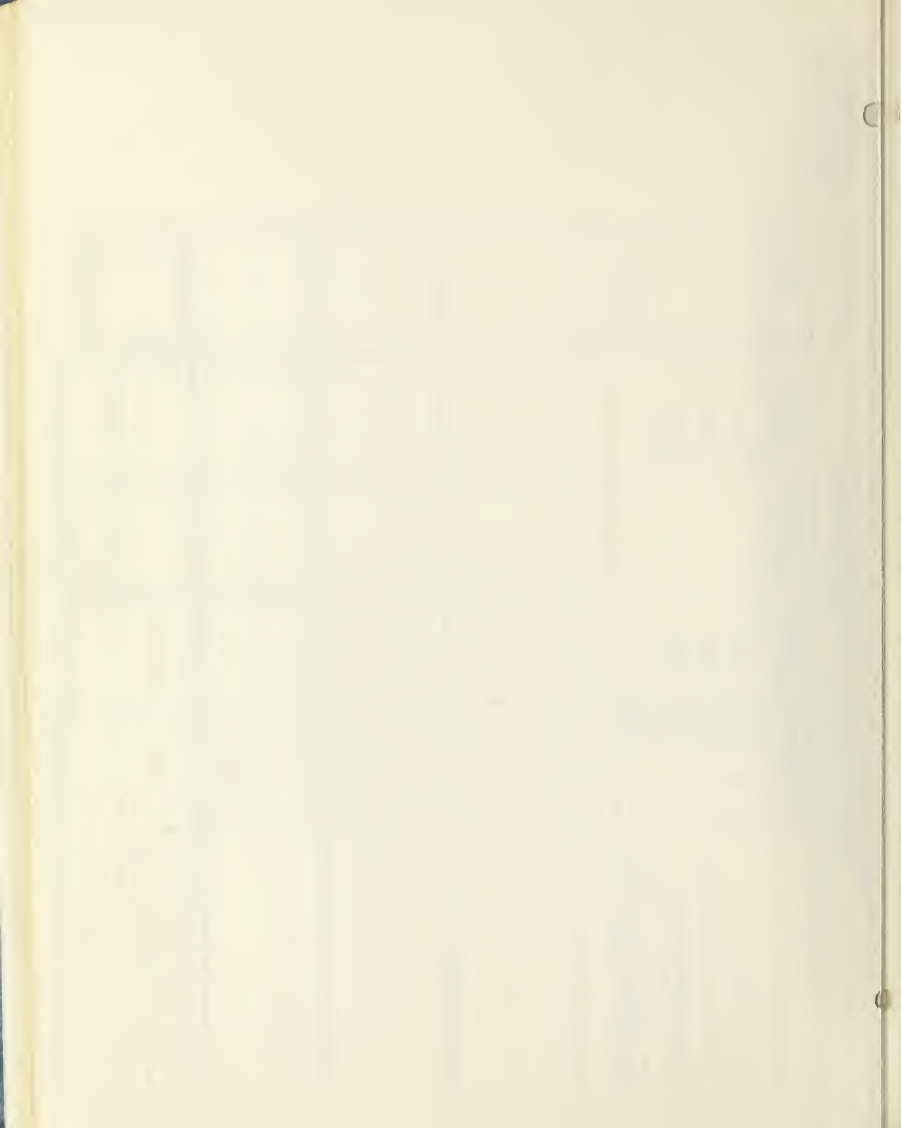
Exhibit F-1

- Supplement C  
page 3 of 3

Budget Category	Percentage of Total Budget by Activity		Total All Funds ACTIVITY C	Non-Federal Matching ACTIVITY C	Total Budget ACTIVITY C	Other Resources
	1. Personnel (Name & Title)	C				
Clerk Typist		100	\$ 3710	\$	\$ 3710	
Volunteer Co-ordinator		100	3000		3000	
Program Specialist		30	2520		2520	
I & R Staff ( 7 FTE )		100	18200		18200	
Com. Rep. CETA ( 5 FTE )		100				15678 *
Com. Worker CETA ( 2 FT )		100				10062 *
Program Benefits						
2. Travel (Monthly)						
3. Equipment & Supplies (Monthly)						
4. Other (Monthly)						
5. Total Direct Cost			\$	\$	\$	
6. Total Indirect Cost			\$	\$	\$	
7. Total Cost			\$	\$	\$	

\* - CETA  
Funds received at up to 15% Federal Matched  
- Contribution of funds from the State of California  
- CETA  
of Act. 1018 but without Federal funds available at up to 15% Federal Matched

AAA Development and Administration of the Area Plan



## ACTION PLAN FOR PLANNING

Page 1 of 2

☐ for first 90 days☐ for the first year of the plan

Set forth the plan developed by the Area Agency for carrying out an on-going process of planning, including the methods by which the area agency intends to: (a) establish and re-define objectives and priorities; (b) develop action programs to achieve the objectives; and (c) conduct on-going data gathering and analysis activities related to the needs of the elderly and the resources available to meet such needs. In addition, set forth the steps proposed to improve the operational efficiency, increase the capacity, and integrate, to the extent feasible, the components of the service delivery system in the planning and service area.

We regard the planning function of the San Francisco Area Agency on Aging to be a fundamental task because the products of such planning affect and, in fact, largely predetermine the extent and quality of the rest of the AAA's activities. Therefore, only the most essential activities of the Agency were included under the rubric of "planning". These are:

- I. identifying needs;
- II. selecting and effecting the most appropriate route to meeting those needs (by assigning and locating them in the best way and by maximizing the use of available resources); and
- III. evaluating the success of the Agency's and others' efforts in attempting to meet those needs.

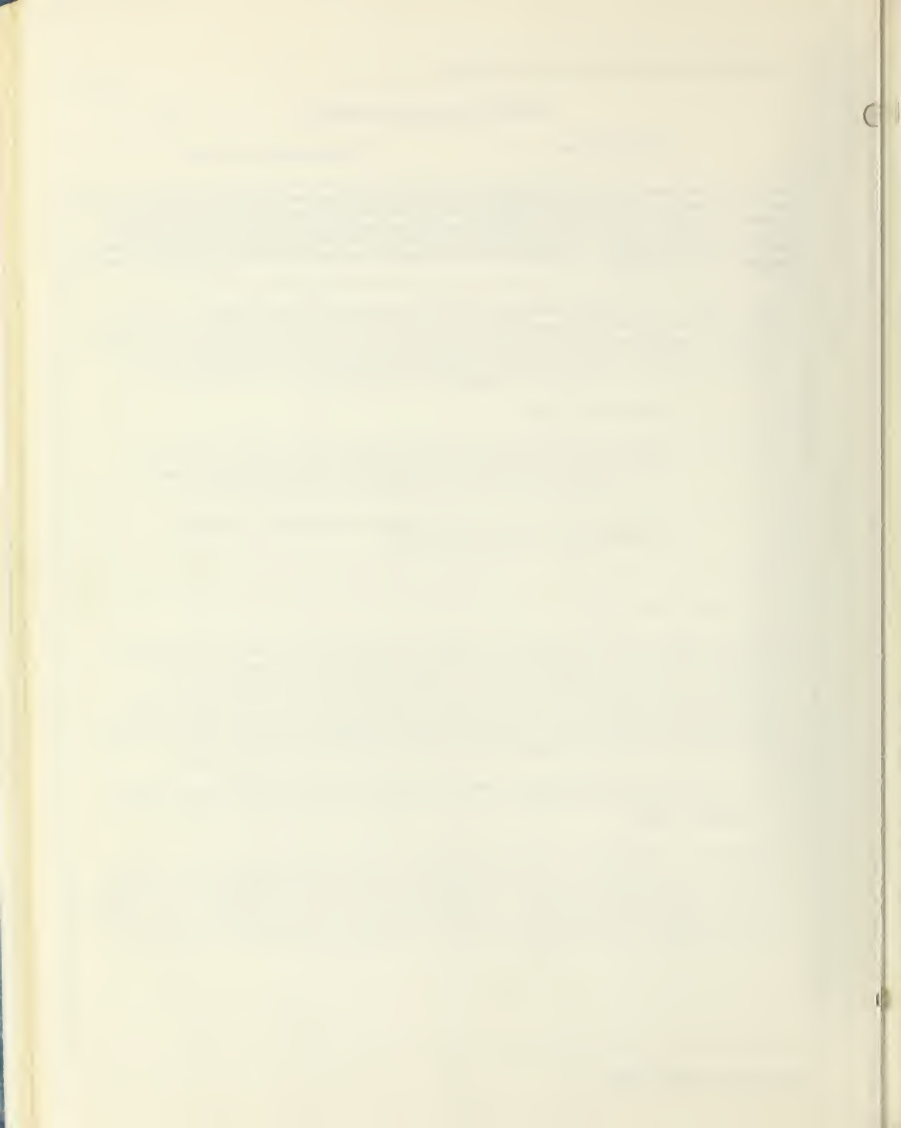
---

I. Identifying needs

The needs with which this Agency shall be concerned are those of individual senior citizens and of groups of seniors -- especially those with lower incomes and minority-group members. Some needs will be purposefully documented (by survey, at hearings, and using demographic data) and others will be accumulated and recorded as they are brought to our attention. We shall also, of course, pay attention to more general problems of and concerns about aging as they are identified by researchers and decision-makers.

- II. The process of planning to meet needs most efficiently and with maximum success appears to require several separable activities on the part of Agency staff.

The first of these is to determine the best way to approach any particular issue. One way in which some needs will be met by this Agency is by contract. Another is by direct service, i.e., hiring and training staff and facilitating their job-specific performance. Siting will also be an important part of this process as will be the identification of existing and potential resources -- human, material, and services.





## ACTION PLAN FOR PLANNING

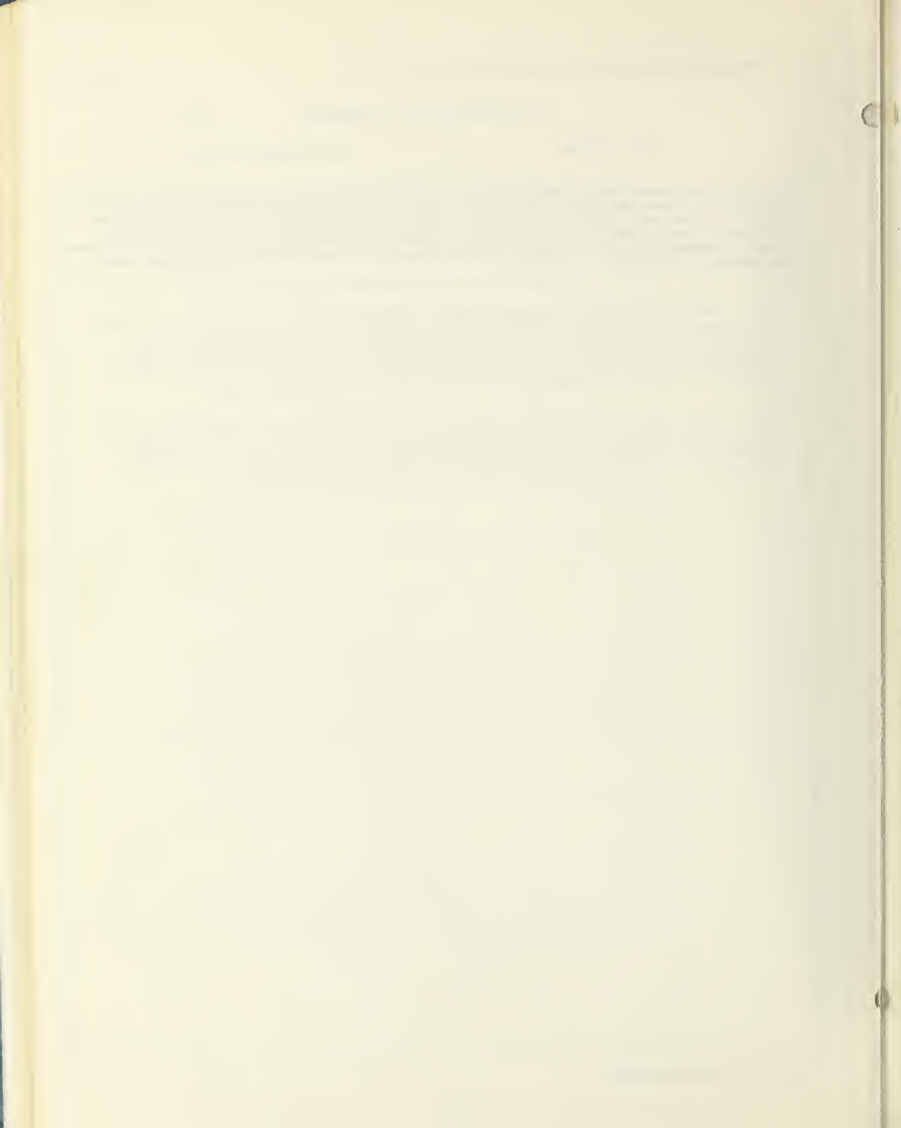
Page 2 of 2

☐ for first 90 days☐ for the first year of the plan

Set forth the plan developed by the Area Agency for carrying out an on-going process of planning, including the methods by which the area agency intends to: (a) establish and re-define objectives and priorities; (b) develop action programs to achieve the objectives; and (c) conduct on-going data gathering and analysis activities related to the needs of the elderly and the resources available to meet such needs. In addition, set forth the steps proposed to improve the operational efficiency, increase the capacity, and integrate, to the extent feasible, the components of the service delivery system in the planning and service area.

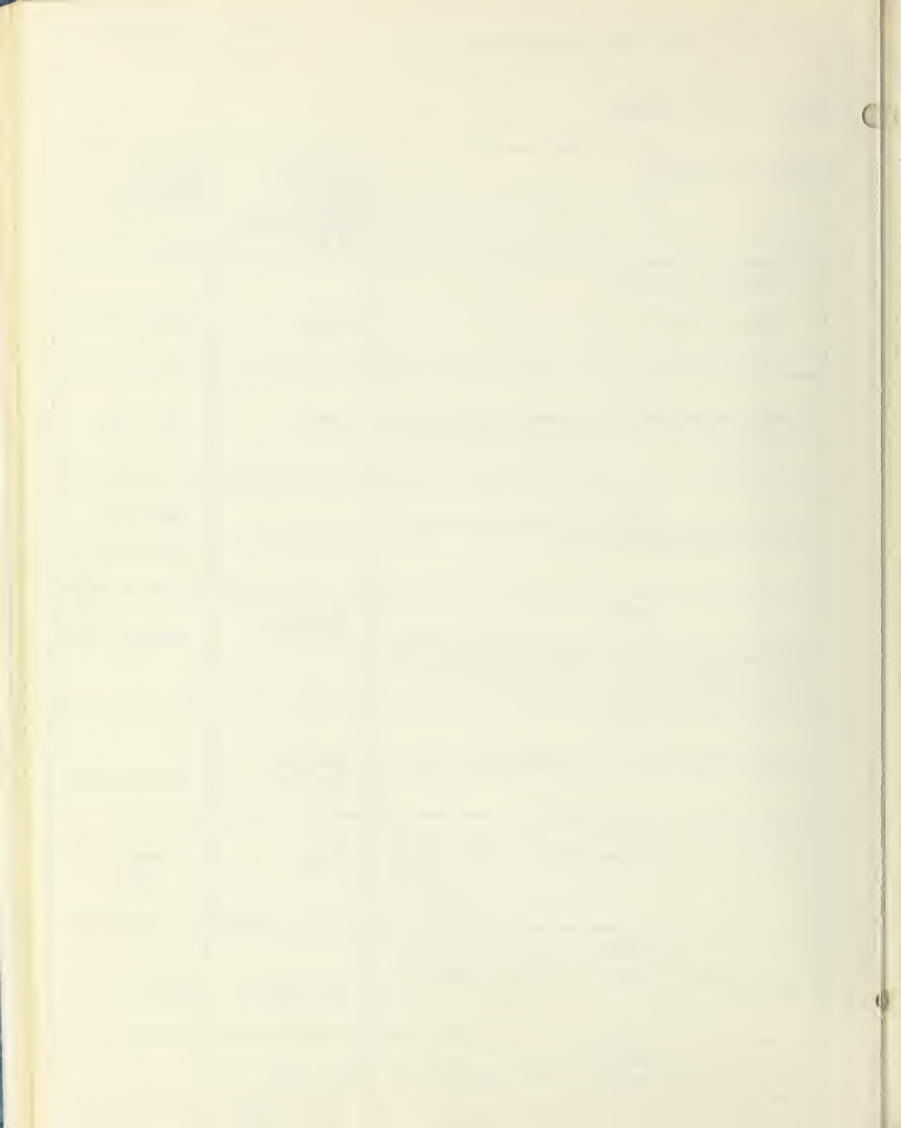
III. Evaluation will be another major emphasis within this Agency. Besides the level of evaluation necessary to select staff and contractors, that required for the assessment of such things as "efficiency", "quality" and relative "success" will also be fundamental to the activities of the Agency. Community input and feedback into the process will be encouraged.

It is anticipated that some evaluation and restructuring of individual tasks will occur at both regular, programmed times and irregularly, as required. Since these changes will occur in response to changing needs and changing resources, the constant reassessment of both will be promoted.



SUMMARY OF MAJOR STEPS IN  
ACTION PLAN FOR PLANNING

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
<b>EXHIBIT F-2 STEP 1</b>  Hire a Planner	Planner	June/July 1975
<b>STEP 2</b>  Planner reviews existing documents and initiates process by which community input is obtained.	Planner	July 1975
<b>STEP 3</b>  Assess needs for I/R by neighborhood and select three neighborhoods for I/R.	I/R Coordin.	August 1975 October 1975
<b>STEP 4</b>  Assess the need for training and further education and training of COA staff, volunteers, the COA, Community and Governmental leaders, and older residents of SFO.	Education Coordinator	September 1975
<b>STEP 5</b>  Analyze City's community & neighborhood struc.	Community Developer	September 1975
<b>STEP 6</b>  Develop and submit Area Plan for Budget Year 3	Planner	September (30) 1975
<b>STEP 7</b>  Assess consumer viewpoint on and satisfaction with I/R	I/R Coordin.	October 1975
<b>STEP 8</b>  Hold community meetings to review criteria for and possible methods of restructuring CAC	Dir. Dep. Dir. & Commun. Devel. & Plnr	October 1975



# SUMMARY OF MAJOR STEPS IN ACTION PLAN FOR PLANNING

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
EXHIBIT F-2 STEP 1 Conduct staff, education and training conferences	Educ. Devel.	November 1975 December 1975
STEP 2 Recommend revised structure of CAC to CAC & CCA	Dir. Dept. Dir. Commun. Develop. and Planner	November 1975
STEP 3 Obtain approval of restructuring of CAC by CAC and CCA and hold appropriate elections	Dir. Dep. Direc. Commun. Develop. and Planner	December 1975
STEP 4		
STEP 5		
STEP 6		
STEP 7		
STEP 8		



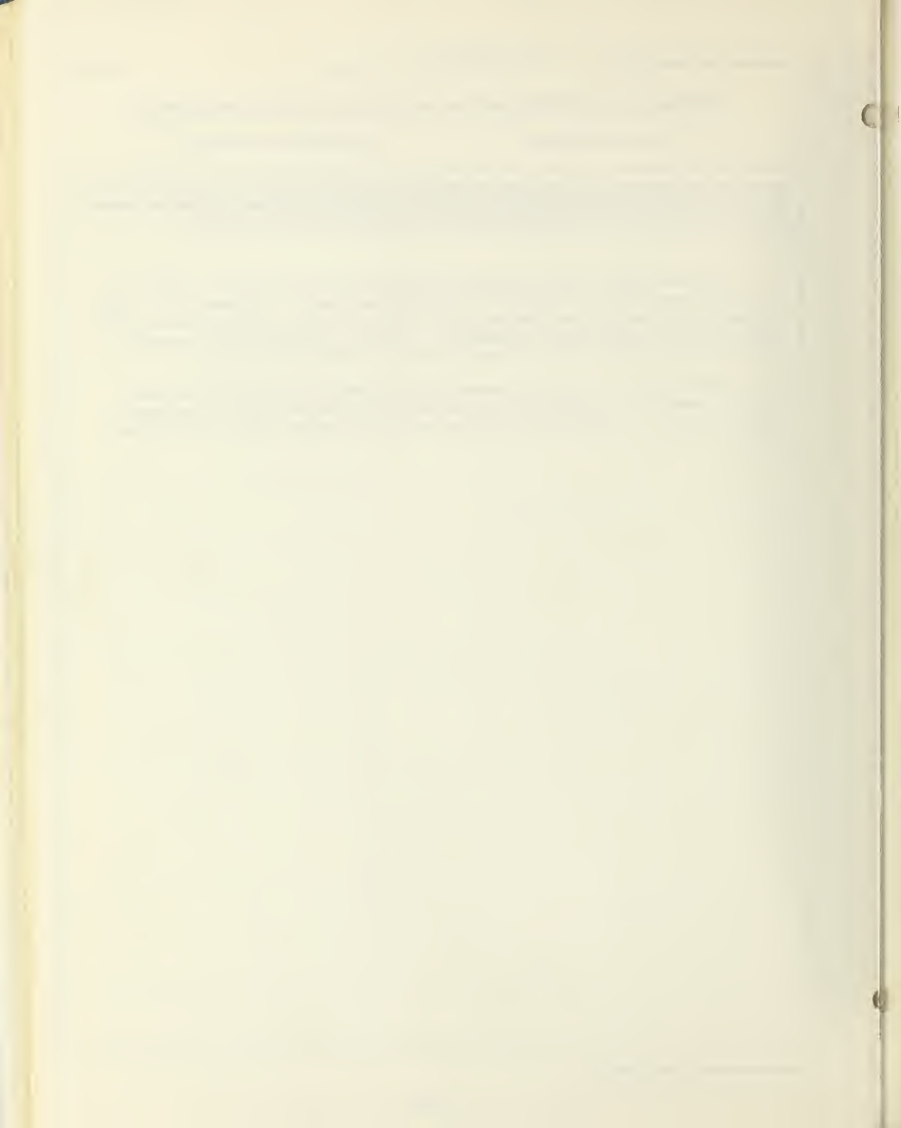
## ACTION PLAN FOR COORDINATING THE DELIVERY OF EXISTING SERVICES

☐ for the first 90 days☐ for the first year of the plan

Set forth the plan developed by the Area Agency for providing for coordinating the delivery of existing services affecting the elderly. Include the agency(ies) to be involved, whether the Area Agency or another agency will have lead responsibility for such activity(ies), and the geographic area within the planning and service area to be affected.

The Area Agency will coordinate the provision of services in the areas of transportation, nutrition and health-related needs. The Agency will also promote the expansion and upgrading of those services through advocacy, agency contacts, and inter-agency agreements -- in order to best assure an equitable share of supportive services to the older people of the City.

The process of training community group members, developing equipment grants, conducting transportation studies and assessing needs is one means of arriving at a broad-based coordination effort between April and December, 1975.

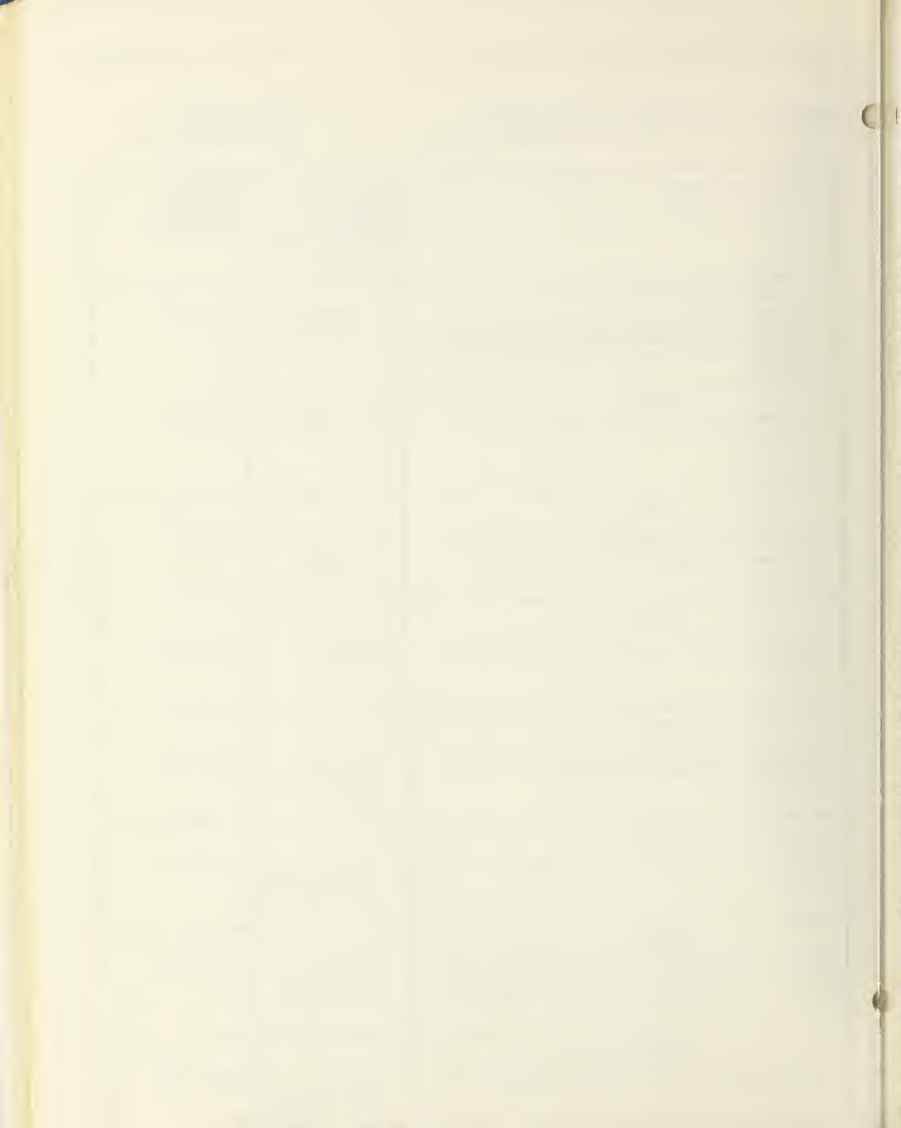




SUMMARY OF MAJOR STEPS IN ACTION PLAN FOR  
 COORDINATING THE DELIVERY OF EXISTING SERVICES

 TOTAL BUDGET  
 FOR THIS ACTIVITY  
 \$ \_\_\_\_\_

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
<b>EXHIBIT F-3 STEP 1</b> Educate, in whatever ways appropriate, the community to increase their awareness of the needs of elderly and to promote expansion of services.	Education Coordinator	On-going
<b>STEP 2</b> Provide on-going technical assistance.	As appropriate	On-going
<b>STEP 3</b> Develop linkage mechanisms for utilizing new volunteers in agencies serving elderly.	Volunteer Director	On-going
<b>STEP 4</b> Designate staff liaison to each contractor & SSA	Deputy Director	July 1975
<b>STEP 5</b> Develop & sign contracts & working agreement with SSA & service contractors.	Asst. Dir. Deputy Dir. Prog. Develop	July 1975
<b>STEP 6</b> Review existing programs at congregate meal sites	Eval. Coordin. Commun. Devel. Vol. Coordin.	July 1975
<b>STEP 7</b> Determine met & unmet needs at congregate meal sites for nutrition and supportive services.	Evaluation Coordinator	August 1975
<b>STEP 8</b> Develop links with volunteer coordinator re: transportation.	Planner Vol. Coordin. Eval. Coordin.	August 1975



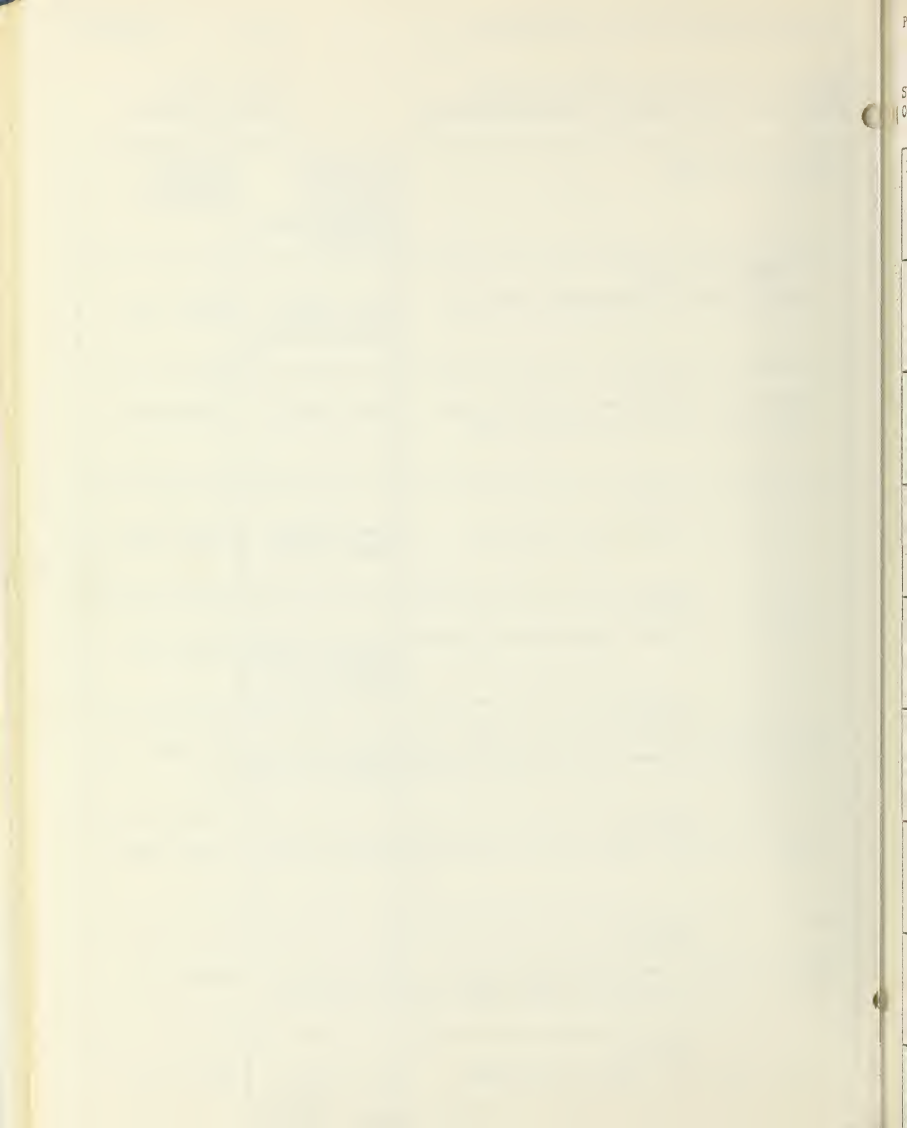
SUMMARY OF MAJOR STEPS IN ACTION PLAN FOR  
COORDINATING THE DELIVERY OF EXISTING SERVICESTOTAL BUDGET  
FOR THIS ACTIVITY  
\$ \_\_\_\_\_

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
EXHIBIT F-3 STEP 9 Select three meal sites with which to develop close cooperative relationships.	Deputy Director Commun. Develop Planner	Sept., 1975
STEP 10 Recruit & train volunteers. (loaned resources)	Educ. Coordin. Vol. Coordin. Commun. Develop.	Sept., Dec., '75
STEP 11 Design inventory system.	Evaluation Coor. Equipment Control Officer	Sept., 1975
STEP 12 Establish I.D. codes for equipment.	Equipment Control Officer	Sept., 1975 & On-going
STEP 13 Develop liaison with appropriate private, local, state and federal government offices for sup- ply of information.	Legislative Advocate	October 1975
STEP 14 Cooperatively define training needs.	Educadn. Coordin. Program Developer	Oct.-Nov., 1975
STEP 15 Solicit proposals for training.	Exec. Director Deputy Dir. Educ. Coordinator	October 1975
STEP 16 Review & complete agreements for training.	Exec. Director Education Coor.	October 1975



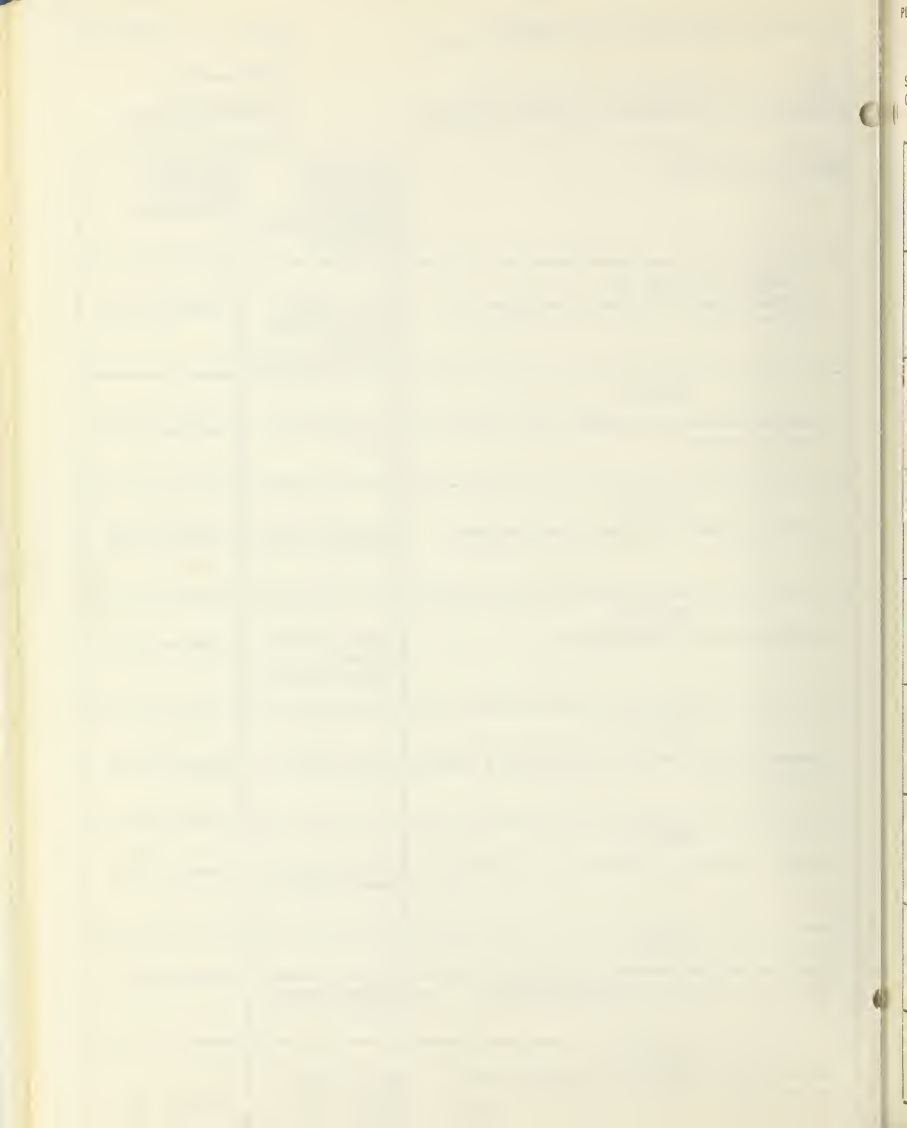
Page 3 of 5SUMMARY OF MAJOR STEPS IN ACTION PLAN FOR  
COORDINATING THE DELIVERY OF EXISTING SERVICESTOTAL BUDGET  
FOR THIS ACTIVITY  
\$ \_\_\_\_\_

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
EXHIBIT F-3 STEP 17 Develop training and evaluation techniques.	Educ. Coordin. Eval. Coordin. Commun. Develop.	October 1975
STEP 18 Analyze data on use of MUNI and BART systems: rates, hours, ridership, nature of trips.	Eval. Coordin.	October 1975
STEP 19 Hire and train transportation dispatcher.	Exec. Director Deputy Director	October 1975
STEP 20 Establish criteria and requirements for grants.	Assist. Director Equipment Control Officer Commun. Develop.	October 1975
STEP 21 Meet with dept. heads in SF county & other agencies to obtain agreements for services to seniors	Deputy Director Program Developer Planner	Oct.-Nov. 1975
STEP 22 Conduct training for senior clubs & organizations	Education Coordin.	November 1975
STEP 23 Recommend changes, needs and avenues for coordination and new equipment for MUNI, BART, etc.	Assist. Director Eval. Coordin.	November 1975
STEP 24 Develop criteria for cooperative agreements.	Eval. Coordin. Assist. Director Transp./Support Coordin.	November 1975



Page 4 of 5SUMMARY OF MAJOR STEPS IN ACTION PLAN FOR  
COORDINATING THE DELIVERY OF EXISTING SERVICESTOTAL BUDGET  
FOR THIS ACTIVITY  
\$ \_\_\_\_\_

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
<b>EXHIBIT F-3 STEP 25</b> Develop scheduling & routing techniques for transportation.	Eval. Coordin. Transp./Support Coordin. Transp. Coordin.	November 1975
<b>STEP 26</b> Develop cooperative agreements with groups for sharing resources.	All appropriate staff	November 1975
<b>STEP 27</b> Solicit requests for grant & loan programs.	Equipment Control Officer	November 1975
<b>STEP 28</b> Announce grant & loan program.	Equip. Control Officer Commun. Develop.	November 1975.
<b>STEP 29</b> Develop training program for officers & members based on needs.	Educ. Coordin.	November 1975.
<b>STEP 30</b> Conduct training for nutrition site personnel.	Educ. Coordin. Commun. Develop.	December 1975
<b>STEP 31</b> Complete service agreements including reimbursement rates & method of dispatching, etc.	Assist. Director Transp./Support Coordin.	December 1975
<b>STEP 32</b> Hold training sessions for borrowing & use of equipment.	Educ. Coordin. Equip. Control Officer	December 1975





SUMMARY OF MAJOR STEPS IN ACTION PLAN FOR  
COORDINATING THE DELIVERY OF EXISTING SERVICESTOTAL BUDGET  
FOR THIS ACTIVITY  
\$ \_\_\_\_\_

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
EXHIBIT F-3 STEP 33 Review requests and grant equipment loans to clubs, etc.	Equip. Control Officer Commun. Devel.	December 1975
STEP 34 Review and evaluate requests & loan process.	Equip. Control Officer Commun. Devel.	December 1975
STEP 35 Conduct bi-monthly meetings with departments which deal with elderly or have impact on them.	Eval. Coordin. Prog. Develop. Planner	December 1975
STEP 36		
STEP 37		
STEP 38		
STEP 39		
STEP 40		



ACTION PLAN FOR POOLING OF AVAILABLE  
BUT UNTAPPED RESOURCES☐ for the first 90 days☐ for the first year of the plan

Set forth the plan developed by the Area Agency for the pooling of available but untapped resources. Include the agency(ies) to be involved, whether the area agency or another agency will have lead responsibility for such activity(ies), and the geographic area within the planning and service area which will be affected. The plan should give special emphasis to: (a) the Adult Social Services and Medical Services Programs under the Social Security Act; (b) programs under Titles VI and VII of the Older Americans Act; (c) General Revenue Sharing funds; and (d) the information and referral services available in the District Offices of the Social Security Administration.

Pooling of existing but heretofore untapped resources within San Francisco is an important function of the AAA. This process results in an actual increase of resources or services to the elderly and is often the result of a well implemented planning and coordinating process. Therefore, several functions listed here as part of the pooling process are, in fact, related to planning and coordination.

Major functions of the pooling process are:

A) Identification of untapped resources.

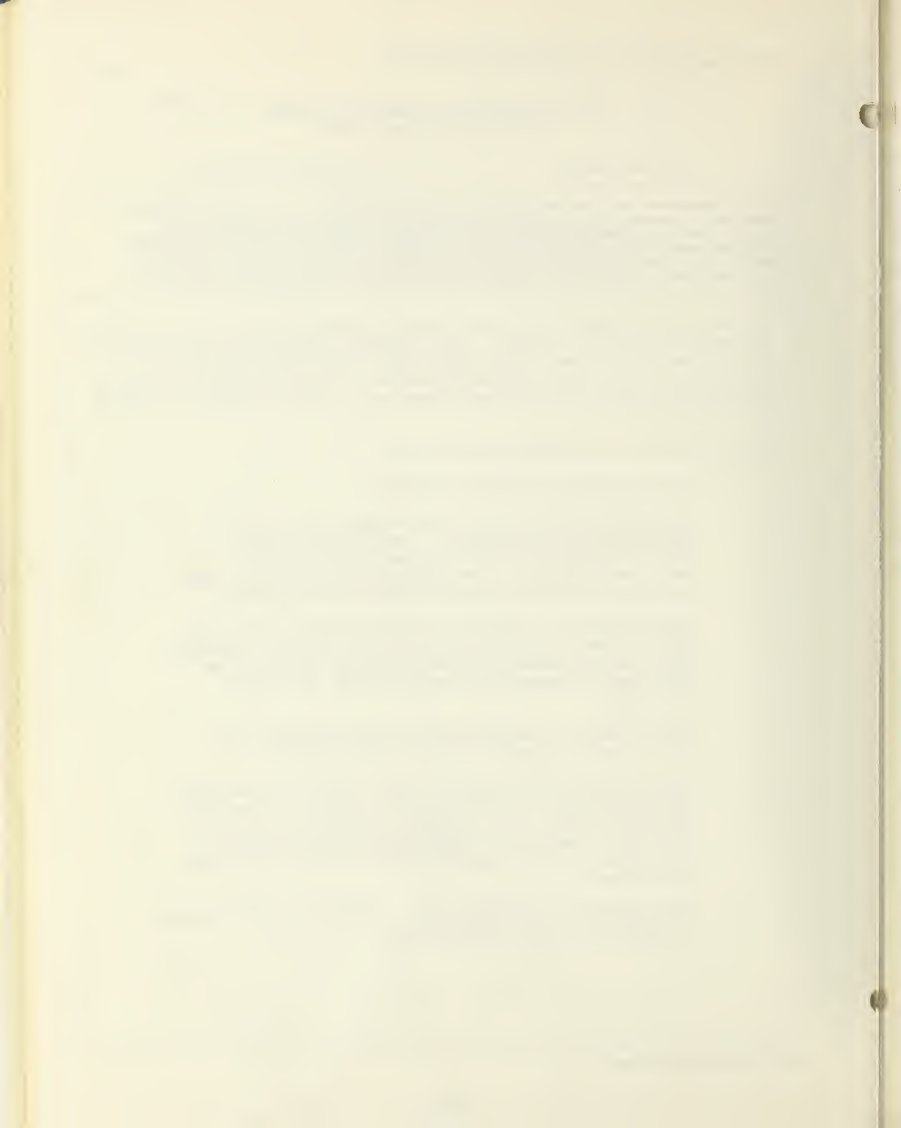
Identification of sources of new volunteers to work in programs serving the elderly. The Volunteer Bureau, Dept. of Vocational Rehabilitation, ACTION programs, and other agencies will be contacted to determine how many volunteers from those agencies work with the elderly.

Identification of alternative transportation systems that might be used to provide services to the elderly. Agencies which have purchased vans through federal funds will be approached to ascertain how existing vans can best be utilized.

Identification of existing MUNI and BART programs that might expand or upgrade services to the elderly.

Identification of governmental units in San Francisco which have major impact -- either direct or indirect -- on the elderly and which might increase or upgrade services or resources. The Depts. of Health and Recreation and Park and the San Francisco Housing Authority will be approached in this way.

Identification of congregate meal providers who can increase or upgrade services to the elderly.



ACTION PLAN FOR POOLING  
OF UNTAPPED RESOURCES

PLANNING AND SERVICE AREA

EXHIBIT F-4

Page 2 of 2

ACTION PLAN FOR POOLING OF AVAILABLE  
BUT UNTAPPED RESOURCES

☐ for the first 90 days

☐ for the first year of the plan

Set forth the plan developed by the Area Agency for the pooling of available but untapped resources. Include the agency(ies) to be involved, whether the area agency or another agency will have lead responsibility for such activity(ies), and the geographic area within the planning and service area which will be affected. The plan should give special emphasis to: (a) the Adult Social Services and Medical Services Programs under the Social Security Act; (b) programs under Titles VI and VII of the Older Americans Act; (c) General Revenue Sharing funds; and (d) the information and referral services available in the District Offices of the Social Security Administration.

B) Collection and analysis of data regarding these resources.

Collect and analyze data on MUNI and BART programs (such as rate of use by the elderly hours per day) alternative transportation systems, the level of services to the elderly within various government units and within volunteer agencies to determine how best to increase resources and services.

C) Increase commitments from public and private agencies through education and training re the needs and problems of the elderly.

Increase commitments of the above public and private agencies to provide more access to their services and resources or to provide additional or improved services and resources to the elderly. This objective might best be met by educating and training them to be sensitive to the needs and problems of this population.



SEMI-ANNUAL MAJOR STEPS IN ACTION PLAN FOR  
POOLING AVAILABLE BUT UNTAPPED RESOURCES

Page 1 of 1

TOTAL BUDGET  
FOR THIS ACTIVITY  
\$ \_\_\_\_\_

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
<p>EXHIBIT F-4 STEP 1</p> <p>Identification of sources for new volunteers, alternative transportation systems, MUNI/BART programs and governmental units that might expand services or resources for the elderly</p>	<p>Program Develop. Community Dev. &amp; Planner</p>	<p>Sept. 1975</p>
<p>STEP 2</p> <p>Collection and analysis of data on these public and private agencies in order to determine how best to increase resources and services</p>	<p>Program Develop. Community Dev. &amp; Planner</p>	<p>Nov. 1975</p>
<p>STEP 3</p> <p>Educate and train these public and private agencies in order to establish linkages between resources &amp; services.</p>	<p>Education Program &amp; Community Developer</p>	<p>Dec. 1975</p>
<p>STEP 4</p>		
<p>STEP 5</p>		
<p>STEP 6</p>		
<p>STEP 7</p>		
<p>STEP 8</p>		





SECTION G: PLAN FOR THE DELIVERY OF SERVICES

(The area agency understands that all the activities proposed in this Section must be carried out in close conformance with the provisions prescribed in Section B of this Plan)





## SUMMARY BUDGET FOR DELIVERY OF SERVICES

BUDGET CATEGORY	SUPPORTING SERVICES				TOTAL BUDGET
	Information and Referral	Outreach	Transcription	Event	
1. Personnel:	\$ 36107	_____	16321	_____	\$ 52428
2. Travel:	\$ 1650	_____	0	_____	\$ 1650
3. Equipment and Supplies:	\$ 24371	_____	716	_____	\$ 25087
4. Other:	\$ 21450	_____	1700	_____	\$ 23150
5. Total Direct Costs:	\$ 83578	_____	18737	_____	\$ 102315
6. Indirect Costs (_____% of 5.)	\$ _____	_____	_____	_____	\$ _____
7. Total Costs (Sum of lines 5 and 6.):	\$ 83578	_____	18737	_____	\$ 102315
8. Title III Funds Requested: w/fringe	\$ 28839	_____	14700	_____	\$ 43539
9. Non-Federal Matching Funds:	\$ 7268	_____	1648	_____	\$ 8916
10. Total Budget (Sum of lines 7 and 8.):	\$ 112417	_____	33438	_____	\$ 145854
11. Other Resources:	\$ _____	_____	_____	_____	\$ _____



## SUMMARY BUDGET FOR DELIVERY OF SERVICES

## CONTRACT

BUDGET CATEGORY	SUPPORTING SERVICES				TOTAL BUDGET
	Outreach	I & R	Transition	Esort	
1. Personnel	\$65000		8000		\$
2. Travel	\$1500		613		\$
3. Equipment and Supplies	\$1500		30000		\$
4. Other	\$6900		6000		\$
5. Total Direct Costs	\$74900		44613		\$
6. Indirect Costs: (____ %)	\$		-		\$
7. Total Costs (Sum of lines 5. and 6.):	\$74900		44613		\$
8. Title III Funds Requested	\$74900		44613		\$
9. Non-Federal Matching Funds	\$				\$
10. Total Budget (Sum of lines 7. and 8.)	\$74900		44613		\$
11. Other Resources	* \$8323		*4957		\$

\* Grantee Match



## SUMMARY BUDGET FOR DELIVERY OF SERVICES

BUDGET CATEGORY	GAP-FILLING SERVICES			TOTAL BUDGET
	Commun. Organiz.	Equipment Bank		
1. Personnel: with fringe	\$ 9561	8992		\$ 18,553
2. Travel:	\$ 900			\$ 900
3. Equipment and Supplies:	\$ 7500	11515		\$ 19,015
4. Other:	\$ 4600	1800		\$ 6400
5. Total Direct Costs:	\$ 22,561	22,307		\$ 44,868
6. Indirect Costs: (_____%)	\$ _____			\$ _____
7. Total Costs (Sum of lines 5. and 6.):	\$ 22,561	22,307		\$ 44,868
8. Title III Funds Requested: w/fringe	\$ 18,443	19,909		\$ 38,352
9. Non-Federal Matching Funds:	\$ 4118	2398		\$ 6516
10. Total Budget (Sum of lines 7. and 8.):	\$ 41,004	42,216		\$ 83,220
11. Other Resources:	\$ 20,592			\$ _____





SUMMARY BUDGET FOR DELIVERY OF SERVICES

BUDGET CATEGORY	CENTRIBACT GAP-FILLING SERVICES			TOTAL BUDGET
	Nutrition	Equip. Support		
1. Personnel:	\$ 90000	-		\$
2. Travel:	\$ 5000	10000		\$
3. Equipment and Supplies:	\$ 9500	35000		\$
4. Other:	\$ 2500	-		\$
5. Total Direct Costs:	\$ 107000	45000		\$
6. Indirect Costs: (_____%)	\$ -	-		\$
7. Total Costs (Sum of lines 5, and 6.):	\$ 107000	45000		\$
8. Title III Funds Requested:	\$ 107000	45000		\$
9. Non-Federal Matching Funds:	\$			\$
10. Total Budget (Sum of lines 7, and 9.):	\$ 107000	45000		\$
11. Other Resources:	\$ 11889	*5000		\$

\* Grantee Match



SUMMARY BUDGET FOR DELIVERY OF SERVICES  
CONTRACT

BUDGET CATEGORY	GAP-FILLING SERVICES			TOTAL BUDGET
	SSI Alert			
1. Personnel:	\$ 9600			\$ 9600
2. Travel:	\$ 1200			\$ 1200
3. Equipment and Supplies:	\$ 1800			\$ 1800
4. Other:	\$ 1142			\$ 1142
5. Total Direct Costs:	\$			\$ 13742
6. Indirect Costs: (_____%)	\$			\$
7. Total Costs (Sum of lines 5. and 6.):	\$			\$ 13742
8. Title III Funds Requested:	\$			\$
9. Non-Federal Matching Funds:	\$			\$
10. Total Budget (Sum of lines 7. and 8.):	\$			\$
11. Other Resources:	\$			\$ 13742

## ACTION PLAN FOR SUPPORTING SERVICES

☐ for the first 90 days☐ for the first year of the plan(Discuss each service proposed separately)

Set forth the plan developed for implementing supporting services (information and referral, outreach, transportation, and escort). Identify the agency with lead responsibility for each service(s), the number of older persons to be affected with emphasis on low income and minority older persons, and the geographic area within the planning and service area to be affected. The plan should identify the need for the service proposed, and the relationship of this service to existing services in the area (if applicable).

A key to the value and success of any social service is its accessibility to and utilization by those for whom it was intended. The function of the supportive services component of the COA, in accord with the directives of Title III of the Older Americans Act, is to facilitate access to and use of the services which are available for seniors in San Francisco. It shall carry this out by providing information and referral services, transportation and outreach.

The COA places high priority on seniors being knowledgeable about existing services to which they have a right and on taking advantage of these services.

A consolidated Information and Referral system will be developed and operated within the Commission office and in neighborhoods throughout the city. It will provide walk-in and telephone assistance and follow-up to monitor quality. (Obj. 1)

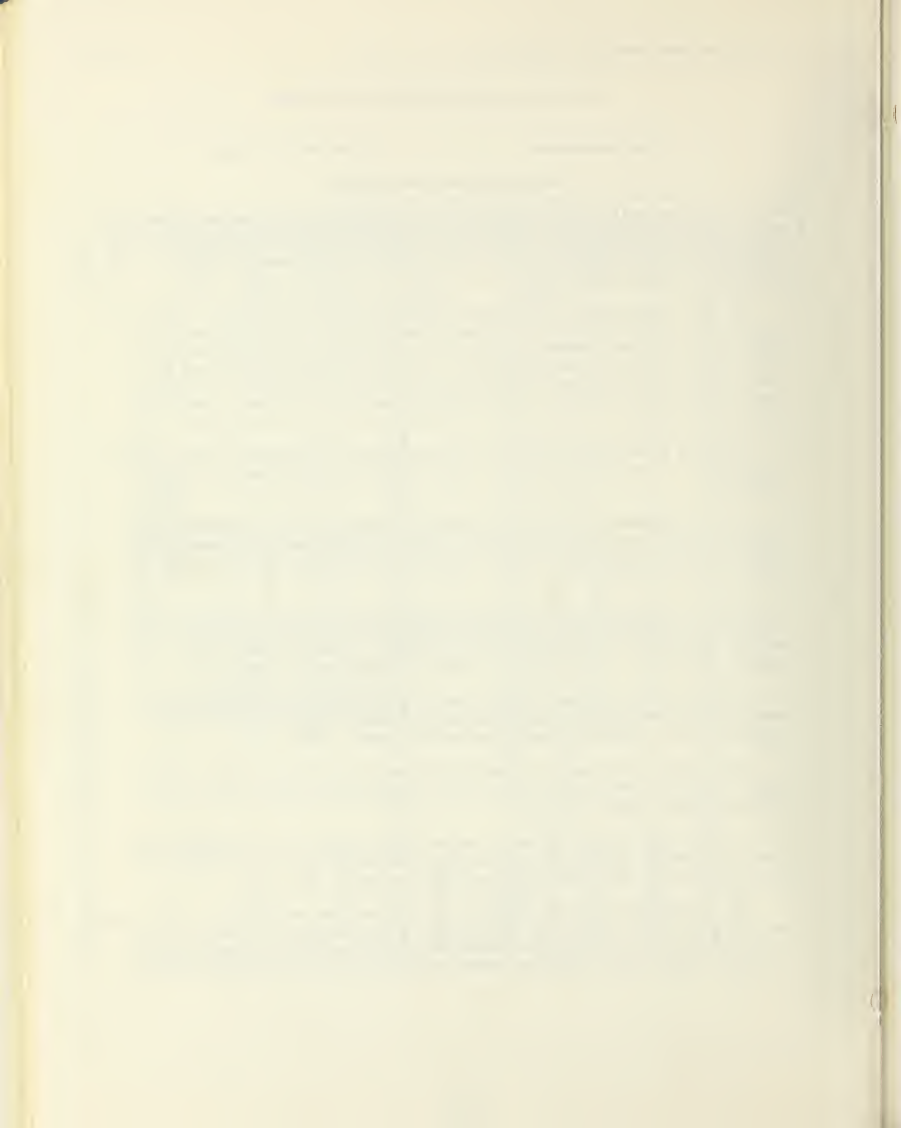
An outreach system will be established on two levels: 1) to identify and certify individuals eligible for Supplemental Security Income benefits; and 2) to identify the needs of San Francisco's isolated elderly with special emphasis on low-income and minority individuals. (Obj. 2 & 3)

In fulfilling its goal of relating to and facilitating coordination of senior nutrition programs, the COA plans to assist three selected sites in identifying and impacting supportive service needs. (Obj. 5)

The agency will improve accessibility and use of services available to seniors by coordinating use of existing transportation facilities and expanding supply. (Obj. 7 & 8)

In order to support and serve senior groups and organizations, we will provide technical assistance and develop a method to pool and share equipment and provide some additional equipment as well. (Obj. 9)

As a foundation for the Planning and Information and Referral activities, we will place high priority on strengthening the inventory of community resources along with an objective evaluation of the quality of such resources. This will have direct impact on future planning for our supportive service actions.



## SUPPORTIVE SERVICES PROGRAM INFORMATION

Identify, under each supportive service category\* for which Title III funds are to be allocated, each program to be funded. For each program state the following:

- the major objective(s) of the program;
- the unduplicated number of older persons estimated to be served;
- the unduplicated number of low income persons estimated to be served;
- the unduplicated number of minority persons estimated to be served;
- the geographical area to be served;
- the total budget i.e. Title III funds, non-Federal matching funds and other resources if applicable.

\*Supportive service categories are:

- 142 -

Information and Referral;  
Outreach;  
Transportation;  
Escort.

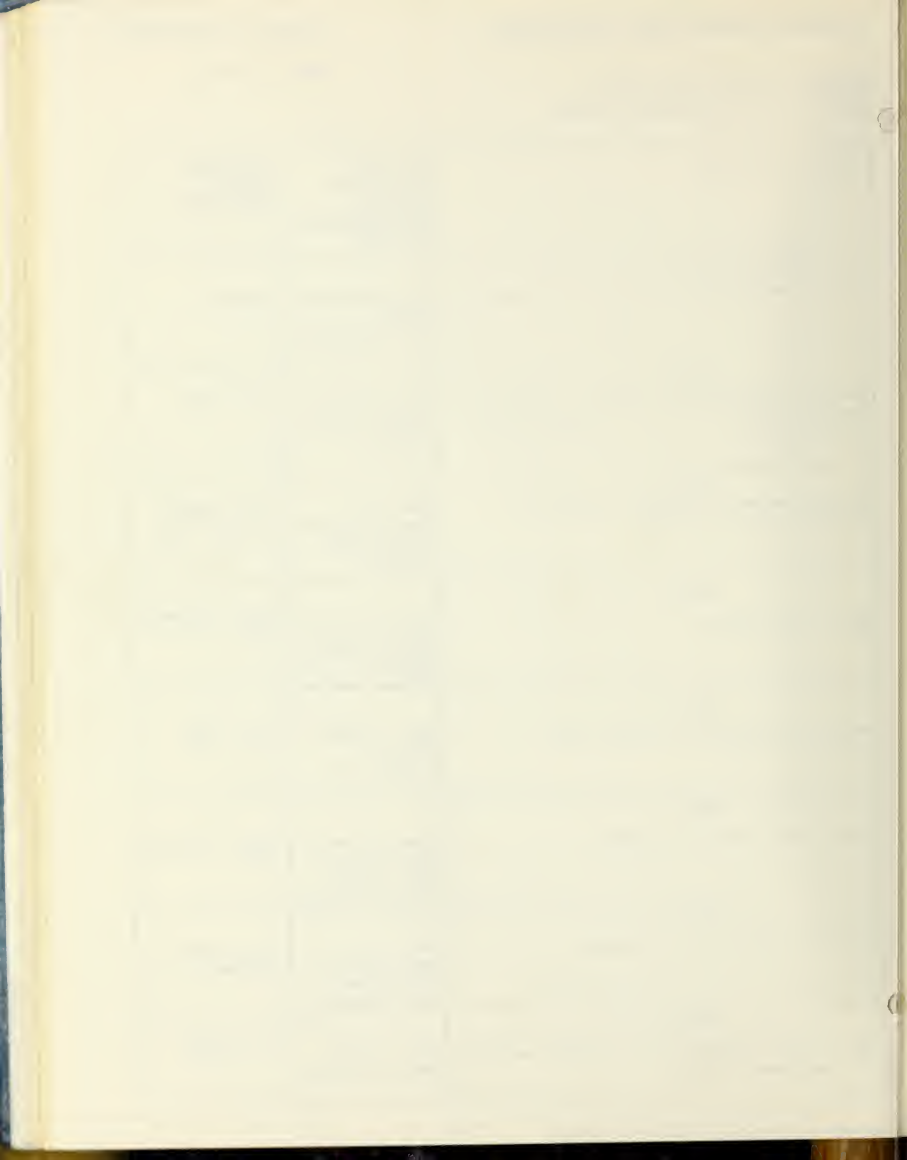
(Attach Continuation Sheets as Needed)





SUMMARY OF MAJOR ACTION STEPS IN  
ACTION PLAN FOR SUPPORTING SERVICES

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
EXHIBIT G-2 STEP 1 Maintain continuous I & R service and education.	All appropriate staff I/R Coordinator	On-going
STEP 2 Review neighborhoods for special I & R need and identity potential sites for neighborhood-based I & R stations.	Program Develop. Commun. Develop. Planner	July, 1975
STEP 3 Solicit, review and approve locations for neighborhood I & R stations.	Dep. Dir. Commun. Develop I/R Coordin. Planner	July, August, October, 1975
STEP 4 Equip I & R component.	Program Develop. Equip. Control Officer Commun. Develop.	July, September, 1975
STEP 5 Design I & R operating system & forms	Eval. Coordin. Planner I/R Coordin.	July, 1975
STEP 6 Hire, train, place I & R workers.	Exec. and Dep. Dir. I/R Coordin. Educ. Coordin. Commun. Develop.	July, September 1975
STEP 7 Publicize opening of I & R system	Dep. Dir. Commun. Develop. I/R Coordin. Prog. Develop.	July, August, September
STEP 8 Design, test, implement I & R consumer satisfac- tion measurement system.	Eval. Coordin. Commun. Develop.	July through October



SUMMARY OF MAJOR ACTION STEPS IN  
ACTION PLAN FOR SUPPORTING SERVICES

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
EXHIBIT G-2STEP 9 Develop & sign contracts with SSA and service providers for SSI Alert outreach. Develop accounting & reporting system for SSI outreach.	Assist. Dir. Dep. Dir Prog. Develop.	July, 1975
STEP 10 Recruit & train paid & volunteer SSI outreach staff.	Exec. & Dep. Dirs. Vol. Coordin. Commun. Develop	July, 1975
STEP 10b Install telephone system	Assist. Dir.	July, 1975
STEP 11 Design and initiate wide outreach to isolated seniors for need assessment.	Commun. Develop. Eval. Coordin. Planner	July, Aug, 1975
STEP 12 Publicize SSI Alert outreach.	Commun. Develop. Vol. Coordin.	August, 1975
STEP 13 Establish neighborhood I & R stations	Dep. Dir. Commun. Develop. Planner I/R Coordin.	August, October, 1975
STEP 14 Formal opening of I & R system in central headquarters.	Exec. Dir. I/R Coordin. Commun. Develop.	August, 1975
STEP 15 Identify senior groups & organizations, analyze needs; recruit, hire & train staff; develop techniques & forms (obj. 9)	Exec. & Deputy Dirs. Commun. Develop Planner Eval. Coordin. Educ. Coordin.	September, 1975
STEP 16 Evaluate I & R service, locations and utilization	Eval. Coordin. Deputy Dir. Comm. Devel.	September, December, 1975



SUMMARY OF MAJOR ACTION STEPS IN  
ACTION PLAN FOR SUPPORTING SERVICES

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
EXHIBIT G-2 STEP 17 Evaluate service providers.	Dep. Dir. Eval. Coordin. Commun. Develop. Prog. Develop.	Oct., Nov., 1975
STEP 18 Terminate SSI Alert outreach program; issue final report on SSI outreach and make recom- mendations to I & R system.	Dep. Dir. Eval. Coordin. Commun. Develop. Prog. Develop.	October 1975
STEP 19 Review & update I & R data base.	Dep. Dir. Eval. Coordin.. I/R Coordin. Prog. Develop. Planner	October 1975
STEP 20 Evaluate total outreach system.	same	October 1975
STEP 21 Prepare & enter into contract with three congregate meal sites to provide supportive services.	Executive Director	October, November 1975
STEP 22 Complete transportation service agreements, including rates & methods & areas of cooperation. Hire & train transportation dispatcher.	Assist. Dir. Transp./Support. Coordin.	October 1975
STEP 23 Purchase transportation equipment.	Assist. Dir. Transp./Support Coordinator	October, November 1975
STEP 24 Evaluate I & R system & forms	Dep. Dir. Eval. Coordin. I/R Coordin. Planner	December 1975



## ACTION PLAN FOR GAP-FILLING SERVICES

☐ for the first 90 days☐ for the first year of the plan(Discuss each service proposed separately)

Set forth the plan developed for implementation of gap-filling services. Identify such service(s) proposed, the agency with lead responsibility for such service(s), the number of older persons to be affected, with emphasis on low income and minority older persons, and the geographic area within the planning and service area to be affected. The plan should identify the need for the service proposed, and the relationship of this service to existing services in the area (if applicable).

Coordination of services is a primary concern of the SFAAA, as is pooling of untapped resources. While many small programs that serve the elderly function well, often these programs might expand or improve their service if equipment were made available for their projects. At present there is no central equipment bank from which these programs are able to borrow equipment. In order to support and expand these existing resources and in addition coordinate their services, the AAA will establish a central loan bank that contains such equipment as tape recorders, movie and slide projectors, tables, chairs, coffee pots. This loan bank will be regulated by the AAA for groups meeting certain preestablished criteria.

The components of the plan for gap-filling are: surveying the urgent needs for an informing existing programs of the proposed existence of the equipment loan bank, purchasing said equipment, and maintaining a system of loans from the equipment bank. In addition to the equipment bank, another major gap-filling function of the AAA will be the development of a series of meetings with the elderly of San Francisco for sharing information, providing support, discussing needed programs or services, and participating in local government decisions which might affect them.

In the surveying of needs, agencies sponsoring Senior Citizens Clubs, such as the World Council of Churches, Catholic Social Services, San Francisco Housing Authority, Board and Care Associations, will be contacted to determine their most urgent needs for equipment. Much of the basic groundwork for the community development aspect of the gap-filling plan will be laid in the objective for restructuring the advisory board to the commission. Publicity and contacts with service agencies will be done as a matter of course for Objective #10. The community meetings are a perfect opportunity to cultivate other issues which are relevant for the elderly and to build a communication network among the interested elderly in San Francisco.

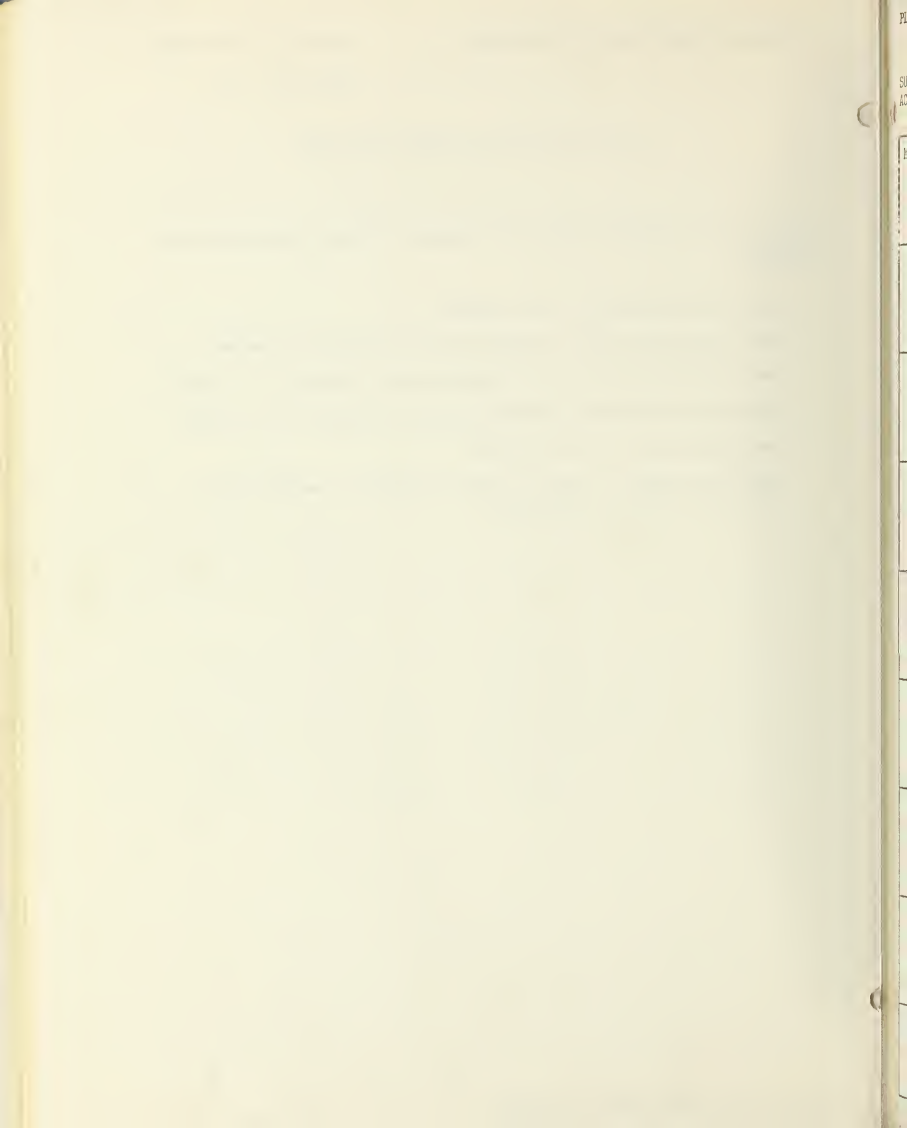




## GAP-FILLING SERVICES PROGRAM INFORMATION

Identify any gap-filling program to be funded. For each program state the following:

- the major objective(s) of the program;
- the unduplicated number of older persons estimated to be served;
- the unduplicated number of low income persons estimated to be served;
- the unduplicated number of minority persons estimated to be served;
- the geographical area to be served;
- the total budget i.e. Title III funds, non-Federal matching funds and other resources if applicable.



SUMMARY OF MAJOR ACTION STEPS IN  
ACTION PLAN FOR GAP-FILLING SERVICES

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
EXHIBIT G-3 STEP 1  Hire & Train Staff	Director Deputy Dir. Comm. Devel.	August 1975
STEP 2  Survey Agencies sponsoring Senior Citizen programs and others to determine most urgent equipment needs	Prog. Devel. Comm. Devel. Dir of Volunteers	August 1975
STEP 3  Publicize community meetings.	Comm. Devel. Ed. Coordin. Prog. Devel.	September 1975
STEP 4  Hold initial community meetings with the elderly.	Comm. Devel. Ed. Coordin. Prog. Devel.	October 1975
STEP 5  Purchase & establish Equipment Loan Bank	Deputy Dir. Equip & Cont Offer Comm. Devel.	October 1975
STEP 6  Evaluation of Equipment Loan Bank and assessment of other equipment needs.	Equip & Cont Offer Evaluation Comm. Devel.	December 1975
STEP 7  Maintain ongoing system for loans of equipment	Equipment Control Officer	Continuous
STEP 8		



ACTION PLAN FOR THE INCLUSION OF MINORITY  
INDIVIDUALS IN GRANTS AND CONTRACTS

Provide the following:

A. The number of total population in the PSA;	<u>715,674</u>
B. The number of total minority population in the PSA;	<u>204,488</u>
C. The percentage of minority individuals within the planning and service area;	<u>28.5%</u>
D. The total resources to be allocated to grants and contracts under the area plan;	<u>202,557</u>
E. The minimum proportion of resources to be allocated for minority operated grants or contracts (i.e., C x D above);	<u>57,729</u>
F. The resources presently allocated to grants and contracts under the area plan;	<u>202,557</u>
G. The proportion of resources presently allocated for minority operated grants and contracts.	<u>28.5%</u>

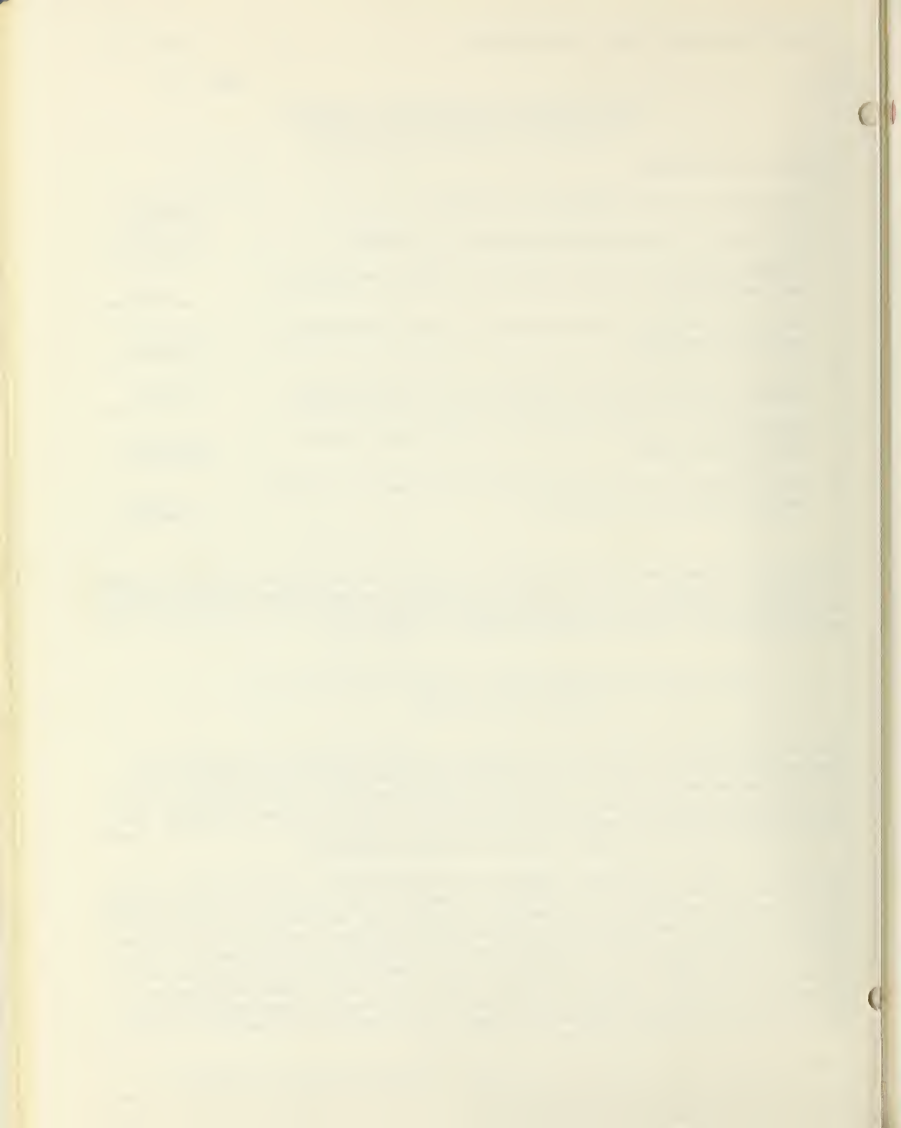
Outline the method the AAA will utilize to assure that sufficient appropriate grant or contract proposals will be submitted by minority organizations to support meeting regulations; and identify the action steps proposed, the AAA staff position(s) with key responsibility and the estimated dates of completion.

ACTION PLAN FOR THE INCLUSION OF MINORITY INDIVIDUALS IN  
GRANTS AND CONTRACTS

Section 903.80(c) of the Title III program regulations encourage the awarding of grants and contracts to minority individuals in proportion to their relative number in the planning service area. Therefore, in accordance with Section 903.80(c), the AAA will incorporate affirmative action policies in the contractual process by soliciting proposals from and encouraging agencies and programs which are minority operated or controlled to participate in the activities of the AAA.

The AAA will inform individuals, agencies and organizations, especially those representing low income minority and elderly applicants of its affirmative action policies in the awarding of grants and contracts. All contracts shall contain non-discriminatory provisions in conformance with Section 12B of the San Francisco Administrative Code to insure that in all solicitations or advertisements for employment or inclusion in programs applicants or participants will receive consideration without regard to race, creed, color, ancestry, national origin, age, sex or sexual orientation. In accordance with Sec. 12B.4 of the Administrative Code, all contractors shall submit an affirmative action program which meets the requirements of the Human Rights Commission of the City and County of San Francisco.

Whenever feasible, the AAA will utilize staff to provide technical assistance to those individuals, organizations, or agencies submitting proposals to insure conformance with AAA policies on affirmative action.  
(Attach Continuation Sheets as Needed)



ACTION PLAN FOR THE INCLUSION OF MINORITY  
INDIVIDUALS IN GRANTS AND CONTRACTS (Cont.)

Selection techniques for contractors or grantees will be subject to continuous review in accordance with selection standards of the AAA and the Human Rights Commission.

Subject to legal and policy requirements, the AAA will monitor programs to assure compliance with contract provisions relating to affirmative action and Section 12B and to evaluate the effectiveness of the affirmative action programs.





Page 1 of 1

LIST STEPS IN ACTION PLAN FOR THE INCLUSION  
OF MINORITY INDIVIDUALS IN GRANTS AND CONTRACTS

ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
<p>STEP 1</p> <p>Advertise and encourage submission of contract applications through correspondence with minority operated or controlled programs</p>	Deputy Director	June, '75
<p>STEP 2</p> <p>Inform individuals, agencies and organizations of affirmative action policies required for contract applications</p>	Deputy Director and Community Developer	July, '75
<p>STEP 3</p> <p>Inform individuals, agencies and organizations of the San Francisco Administrative Code and Section 903.8(c) of Title III in determining affirmative action policies</p>	Deputy Dir. Community Developer	July, '75
<p>STEP 4</p> <p>Assess ratio of number of minority population to total population and determine corresponding percentage of minority applications</p>	Deputy Director and Executive Director	Sept., '75
<p>STEP 5</p> <p>Scrutinize applications for conformance to affirmative action policies of the AAA and Section 12B of the San Francisco Administrative Code</p>	Executive Director and Human Rights Commission	Oct., '75
<p>STEP 6</p> <p>Offer staff assistance, when feasible, to individuals, agencies, or organizations needing technical assistance in determining affirmative action policies in programs</p>	Deputy Director and Administrative Dept. Heads	Nov., '75
<p>STEP 7</p> <p>Review selection techniques for granting awards to insure compliance with affirmative action guidelines</p>	Executive Director Deputy Director Human Rights Com.	Dec., '75
<p>STEP 8</p> <p>Monitor and evaluate programs to assure compliance with contract provisions and determine effectiveness of affirmative action policies</p>	Executive Director and Program Evaluator	Dec. '75







SF  
A40  
#7

4/75  
REV.

*San Francisco Commission on the Aging*

**Area Plan  
for  
Programs on Aging  
Under Title III of  
The Older Americans Act of 1965,  
As Amended**

**FOR THE**

*AREA 6 - SAN FRANCISCO*

**(PLANNING AND SERVICE AREA)**

DOCUMENTS

APR 12 1975

SAN FRANCISCO  
PUBLIC LIBRARY

**Administration on Aging**

October 1973

*April 1975 Revision*



## AREA PLAN FORMAT

### TABLE OF CONTENTS

#### SECTION A: APPLICATION FORM AND SUMMARY BUDGET FOR AREA PLAN

- Exhibit A-1: Application for Support Form
- Exhibit A-2.0: Total Summary Budget for Area Plan
- Exhibit A-2.1: Part 1 Summary Budget for Area Plan
- Exhibit A-2.2: Part 2 Summary Budget for Area Plan

#### SECTION B: STANDARD PROVISIONS AND ASSURANCES

- Area Plan Agreement
- Exhibit B-1: Direct Provision of Social Services  
by the Area Agency

#### SECTION C: ORGANIZATION AND STAFFING OF THE AREA AGENCY

- Exhibit C-1: Organizational Chart of the Area Agency
- Exhibit C-2: Organizational Chart of the Single  
Organization Unit
- Exhibit C-1 and C-2 Supplement: AAA's Major Decision  
Making Process
- Exhibit C-3: Mission Statement of the Area Agency
- Exhibit C-4: Advisory Council Membership
- Exhibit C-4 Supplement: Advisory Council Supplementary  
Information
- Exhibit C-5: Advisory Council Statement of  
Responsibilities
- Exhibit C-6: Staffing Plan of the Area Agency
- Exhibit C-7: Affirmative Action Plan
- Exhibit C-7 Supplement: Summary of Major Steps in  
Affirmative Action Plan

#### SECTION D: CHARACTERISTICS OF THE PLANNING AND SERVICE AREA

- Exhibit D-1: Map
- Exhibit D-2: Demographic Characteristics of Persons  
Aged 60 or Over
- Exhibit D-3: Needs of Persons Aged 60 or Over
- Exhibit D-3 Supplement A: Methodology and Criteria Used
- Exhibit D-3 Supplement B: Estimate of Impact on Identified  
Need
- Exhibit D-4: Inventory of Resources





## SECTION E: PROGRAM OBJECTIVES

Exhibit E-1: Summary Listing of Program Objectives  
Exhibit E-1 Supplement: Statement of Achievement  
Exhibit E-2: Explanation of Each Program Objective  
Exhibit E-2 Supplement: Major Action Steps to Achieve Objective

## SECTION F: PLAN FOR AREA AGENCY ACTIVITIES

Exhibit F-1: Total Summary Budget for Area Agency Activities A, B and C  
Exhibit F-1 Supplement A: Summary Budget for Activity A  
Supplement B: Summary Budget for Activity B  
Supplement C: Summary Budget for Activity C  
Exhibit F-2: Action Plan for Planning  
Exhibit F-2 Supplement: Summary of Major Steps in Action Plan For Planning  
Exhibit F-3: Action Plan for Coordinating the Delivery of Existing Services  
Exhibit F-3 Supplement: Summary of Major Steps in Action Plan for Coordinating  
Exhibit F-4: Action Plan for Pooling of Available but Untapped Resources  
Exhibit F-4 Supplement A: Summary of Major Steps in Action Plan for Pooling  
Supplement B: Statement of Efforts Make To Attract Financial Resources

## SECTION G: PLAN FOR THE DELIVERY OF SERVICES

Exhibit G-1: Total Summary Budget for Services  
Exhibit G-2: Action Plan for Supporting Services  
Exhibit G-2 Supplement A: Supportive Services Program Information  
Supplement B: Summary of Major Steps in Action for Supporting Services  
Exhibit G-3: Action Plan for Gap-Filling Services  
Exhibit G-3 Supplement A: Gap-Filling Services Program Information  
Supplement B: Summary of Major Action Steps in Action Plan for Gap-Filling Services  
Exhibit G-4: Action Plan for the Inclusion of Minority Individuals in Grants and Contracts  
Exhibit G-4 Supplement: Summary of Major Steps in Action Plan for Inclusion of Minority Individuals in Grants and Contracts

## APPENDIX A: MASTER SCHEDULE OF ACTION PLANS AND ACTION STEPS



SECTION A: APPLICATION FORM AND SUMMARY BUDGET FOR AREA PLAN



**APPLICATION FOR SUPPORT FOR  
TITLE III AREA PLAN ON AGING UNDER  
THE OLDER AMERICANS ACT OF 1965, AS AMENDED**

(For State Agency Use Only)

**1. Planning and Service Area**

Area #6 - City and County of San Francisco

**2. Name and Address of Area Agency on Aging:**

San Francisco Commission on the Aging  
City Hall, Room 164  
San Francisco, Ca. 94102

**5. Name and Address of Single Organizational Unit  
(If different from Item 2):**

Same

**Area Code:**

415

**Telephone No.:**

558-2126

**Area Code:**

Same

**Telephone No.:**

Same

**3. Name, Title and Address of Director of Area Agency  
on Aging:**

W. Patrick Magee  
Executive Director  
San Francisco Commission on the Aging  
City Hall, Room 164  
San Francisco, Ca. 94102

**6. Name, Title and Address of Director of Single Organiza-  
tional Unit (If different from Item 3):**

Same

**Area Code:**

415

**Telephone No.:**

558-2126

**Area Code:**

Same

**Telephone No.:**

Same

**4. Name, Title and Address of Official Authorized to Sign  
for the Area Agency on Aging:**

George W. Ong  
Chairman, San Francisco Commission on  
the Aging  
City Hall, Room 164  
San Francisco, Ca. 94102

**7. Name, Title and Address of Payee (Specify to  
whom checks should be sent):**

The Treasurer  
City and County of San Francisco  
City Hall, Room 109  
San Francisco, Ca. 94102

**8. Signature:**

I certify that I am authorized to submit this plan on behalf of the designated Area Agency on Aging

\_\_\_\_\_  
Signature

George W. Ong

\_\_\_\_\_  
Date

P

At

re

is

th

SOCI

, Co

of

of

Se

, Po

Ex

Un

Re

Stu

Se

In

&

On

Tr

th

Re

Org

Sci

1898

—

—

—

—

—

—

—

—

—

—

—

—

## PLANNING AND SERVICE AREA

## TOTAL

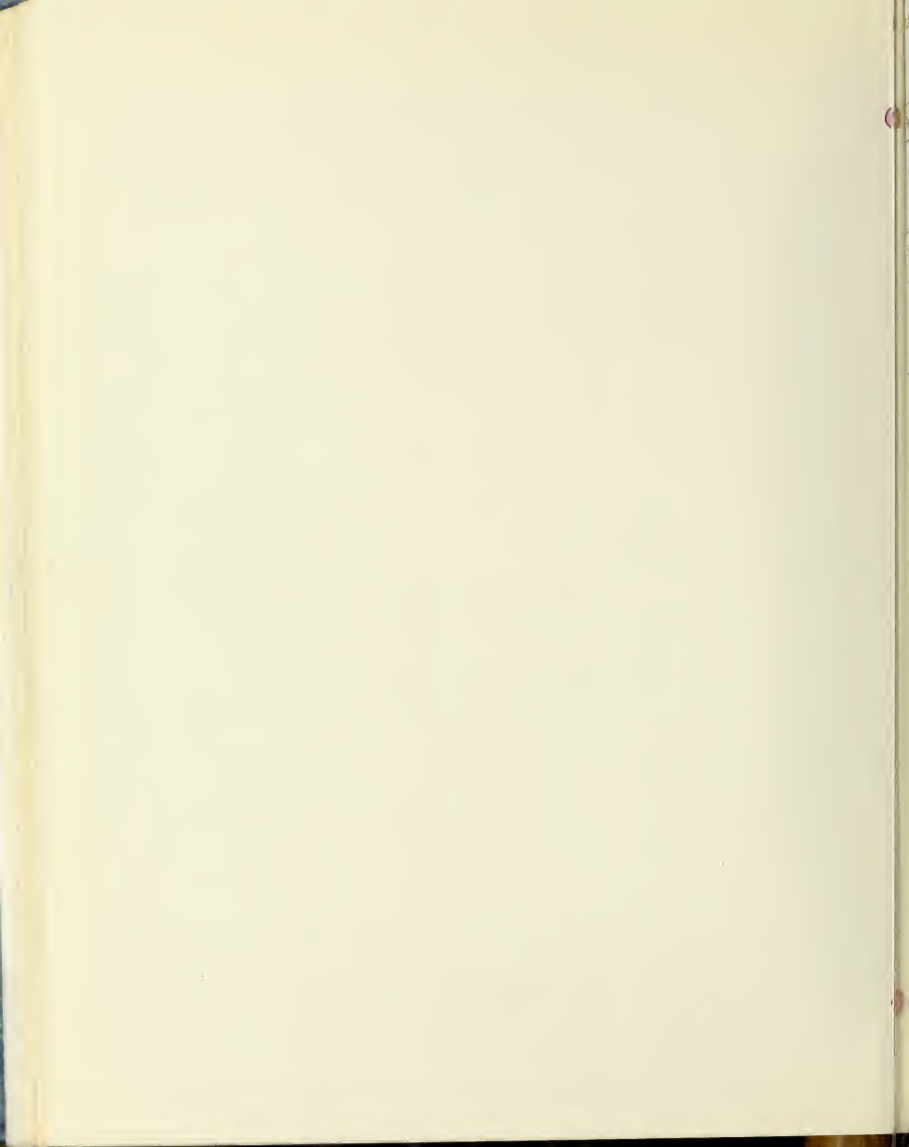
EXHIBIT A-2.0

## SUMMARY BUDGET FOR AREA PLAN

BUDGET YEAR \_\_\_\_ ( \_\_\_\_ month \_\_\_\_ day year \_\_\_\_ TO \_\_\_\_ month \_\_\_\_ day year \_\_\_\_ )  
 (Part 1 & Part 2)

PROGRAM ACTIVITY	TITLE III FUNDS REQUESTED	NON-FEDERAL MATCHING FUNDS	TOTAL BUDGET	OTHER RESOURCES
1. AAA Development and Administration of the Area Plan*	(Maximum 75% Total Budget) \$ _____	(Minimum 25% Total Budget) \$ _____	\$ _____	\$ _____
SOCIAL SERVICES	(Maximum 90% Total Budget)	(Minimum 10% Total Budget)		
2. Coordination of the Delivery of Existing Services	_____	_____	_____	_____
3. Pooling of Existing but Untapped Resources	_____	_____	_____	_____
4. Supporting Services	_____	_____	_____	_____
a. Information & Referral	_____	_____	_____	_____
b. Outreach	_____	_____	_____	_____
c. Transportation	_____	_____	_____	_____
d. Escort	_____	_____	_____	_____
5. Gap-Filling Services (Specify Service)	_____	_____	_____	_____
a. _____	_____	_____	_____	_____
b. _____	_____	_____	_____	_____
c. _____	_____	_____	_____	_____
d. _____	_____	_____	_____	_____
Social Services Sub-Total	\$ _____	\$ _____	\$ _____	\$ _____
GRAND TOTAL	\$ _____	\$ _____	\$ _____	\$ _____

\* INCLUDES: Planning; allocating & disbursing funds; scheduling and processing the implementation of programs; monitoring; assessing; evaluating.





PART 1 CARRY OVER FUNDS  
SUMMARY BUDGET FOR AREA PLAN  
BUDGET YEAR 2

PROGRAM ACTIVITY	TITLE III CARRY OVER FUNDS**	NON-FEDERAL MATCHING FUNDS	TOTAL BUDGET	OTHER RESOURCES
Part 1 1. AAA Development and Administration of the Area Plan	(Maximum 75% Total Budget) \$ _____	(Minimum 25% Total Budget) \$ _____	\$ _____	\$ _____
SOCIAL SERVICES	(Maximum 90% Total Budget)	(Minimum 10% Total Budget)		
2. Coordination of the Delivery of Existing Services	_____	_____	_____	_____
3. Pooling of Existing but Untapped Resources	_____	_____	_____	_____
4. Supporting Services	_____	_____	_____	_____
a. Information & Referral	_____	_____	_____	_____
b. Outreach	_____	_____	_____	_____
c. Transporta- tion	_____	_____	_____	_____
d. Escort	_____	_____	_____	_____
5. Gap-Filling Services (Specify Services)	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Part 1 Social Services Sub-Total	\$ _____	\$ _____	\$ _____	\$ _____
Part 1 TOTAL	\$ _____	\$ _____	\$ _____	\$ _____

INCLUDES: Planning; allocating & disbursing funds; scheduling and processing the implementation of programs; monitoring; assessing; evaluating.

\*\* Title III funds over which the AAA was given obligatory authority in preceding budget year which have not been earned or obligated. Title III "Model Project Funds" shall not be included. Indicate if amount of carry over is ☐ estimated ☐ actual.



# PLANNING AND SERVICE AREA

EXHIBIT A-2.2

## Part 2 SUMMARY BUDGET FOR AREA PLAN BUDGET YEAR 2

PROGRAM ACTIVITY	TITLE III FUNDS REQUESTED	NON-FEDERAL MATCHING FUNDS	TOTAL BUDGET	OTHER RESOURCES
Part 2 1. AAA Development and Administration of the Area Plan	(Maximum 75% Total Budget) \$ _____	(Minimum 25% Total Budget) \$ _____	\$ _____	\$ _____
SOCIAL SERVICES 2. Coordination of the Delivery of Existing Services	(Maximum 90% Total Budget) _____	(Minimum 10% Total Budget) _____	_____	_____
3. Pooling of Existing but Untapped Resources	_____	_____	_____	_____
4. Supporting Services	_____	_____	_____	_____
a. Information & Referral	_____	_____	_____	_____
b. Outreach	_____	_____	_____	_____
c. Transporta- tion	_____	_____	_____	_____
d. Escort	_____	_____	_____	_____
5. Gap-Filling Services (Specify Services)	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Part 2 Social Services Sub-Total	\$ _____	\$ _____	\$ _____	\$ _____
Part 2 TOTAL	\$ _____	\$ _____	\$ _____	\$ _____

INCLUDES: Planning; allocating & disbursing funds; scheduling and processing the implementation of programs; monitoring; assessing; evaluating.



SECTION B: STANDARD PROVISIONS AND ASSURANCES



**DIRECT PROVISION OF SOCIAL SERVICES BY AREA AGENCIES**

In accordance with provision 12 of this plan, set forth any case(s) in which the area agency has been or anticipates providing social services directly. Include an identification of the services that will be provided directly by the area agency, a justification for such direct provision of service, and the manner in which the area agency is or plans to be organized to provide such services:

The S. F. Commission on Aging will undertake the direct provision of three specific social services. As the only agency in the City and County of San Francisco with the legal authority, governmental structure and financial resources to undertake the necessary coordination and evaluation of these services, the S.F.C.O. is uniquely situated in the community in such a manner to allow it to provide the most efficient and effective mechanism for linking Senior Citizens in need with the available services. Because a high level of coordination is required for these three services no individual service provider with a unique and distinct clientele nor governmental agency serving specific portions of the populations such as welfare recipients could meet the needs of the broad segment of the population the elderly represent with the same efficiency that the Area Agency on Aging will bring to the solution of these problems.

The S. F. Commission on Aging, the Area Agency on Aging for California Area VI, will develop and implement a comprehensive Information Referral and Follow-up system to serve the elderly residents of the City and County of San Francisco, utilizing its unique role as a quasi-governmental agency with broad and comprehensive methods of citizen involvement (The Citizens Advisory Council), linkage with other governmental agencies through the Mayor's office and County Board of Supervisors and the resources of State and Federal Offices on Aging. A system will be implemented making maximum utilization of the professional staff of the COA, the leadership of the CAC, Service providers and Governmental agencies with direct interests or relationships to the City's elderly population. The Central Office will be established at the Administrative headquarters of the COA to provide for drop-in and telephone request for information by Senior Citizens. It should be pointed out that such request will be received and serviced whether or not this plan is approved. This office which will be staffed during normal working hours and at such other times as deemed necessary to provide adequate levels of service by the COA, will provide a base on which to build a comprehensive neighborhood, information and referral system. After the establishment and initial testing of this system in the central office, neighborhood based offices will be distributed throughout the city to bring the services directly to the residents. These neighborhood substations will operate out of churches, community centers and nutrition sites providing valuable, social, supportive services to the neighborhood residents. The unique situation of the COA and its plan for neighborhood services will allow for information and referral service utilizing bi-lingual staff where appropriate as well as the most accurate and comprehensive information.

Utilizing the data gathered from the Planning Division of the COA and the Community Development Division, constant update and evaluation techniques will be implemented to insure that the data provided to Senior Citizens in need is the most accurate and complete information available. The converse of the relationship is also true as a result of the data gathered from the Information, Referral and follow-up program valuable information will be supplied to the Planning Division in order to allow for effective administration of the AAA.





## DIRECT PROVISION OF SOCIAL SERVICES BY AREA AGENCIES

In accordance with provision 12 of this plan, set forth any case(s) in which the area agency has been or anticipates providing social services directly. Include an identification of the services that will be provided directly by the area agency, a justification for such direct provision of service, and the manner in which the area agency is or plans to be organized to provide such services:

In recent years, many Federal, State and local programs have purchased use of small passenger vehicles for transportation for the elderly, model cities residents and other specifically identified groups. The SFCOA will undertake the direct provision of transportation service. Utilizing its unique status as a quasi-governmental agency amply described in the above paragraphs, the Commission will conduct a thorough and complete analysis of the number of vehicles that are available, analyze the needs of the existing system to meet goals set by the COA and implement a system of coordination which calls for common dispatching, routing and scheduling of all vehicles capable of serving the elderly population. The unique aspect of this program makes it mandatory that it be provided by the COA is this coordination effort. Federal agencies in the past have attempted to mandate coordination, but most attempts have met with reluctance from the agencies currently operating such vehicles. The Commission feels that after the evaluation and analysis steps have been completed we will be able to achieve the desired coordination and therefore expanded and more efficient service by utilizing a method of reimbursement to insure that the agencies currently controlling such vehicles as well as agencies which will control any additional vehicles purchased or acquired under this and other grants will be willing to cooperate in order to reduce the operating cost. Because of the model nature of this project, the need for broad-level coordination among agencies, private and public, the COA again is uniquely situated to meet this demand.

There are approximately 200 organizations and agencies in the City of San Francisco currently serving the elderly. Many of these are small, non-profit organizations with limited funds and resources providing valuable social, recreational and economic assistance to Senior Citizens. These clubs are generally neighborhood-based serving small groups of residents in a specific geographic area. In an effort to establish and maintain the strong commitments this Commission on Aging has made to neighborhood programs it is our desire that these clubs and organizations should be supported with necessary technical and administrative and financial assistance. The COA as a part of its Objective #9 will meet the needs of these organizations by applying the skills and professional expertise of its staff to organizational and administrative problems that these clubs are facing, to assist them in training of staff, members and officers to provide social and supportive services if possible by making small grants for purchase of equipment they might otherwise be unable to afford to these agencies will allow them to continue to serve their constituents. An equipment bank will be established providing for equipment that would be used infrequently by Senior Citizens clubs and organizations and making that equipment available on loan to groups serving Senior Citizens. Funds have been established in this Budget year to allow for purchase of certain quantities of equipment that would be used more frequently by a specific club, that equipment would remain the property of the AAA but would be placed on long-term loan to the club or organization so long as it is in existence and meets the criteria established as a part of this program.



## DIRECT PROVISION OF SOCIAL SERVICES BY AREA AGENCIES

in accordance with provision 12 of this plan, set forth any case(s) in which the area agency has been or anticipates providing social services directly. Include an identification of the services that will be provided directly by the area agency, a justification for such direct provision of services, and the manner in which the area agency is or plans to be organized to provide such services:

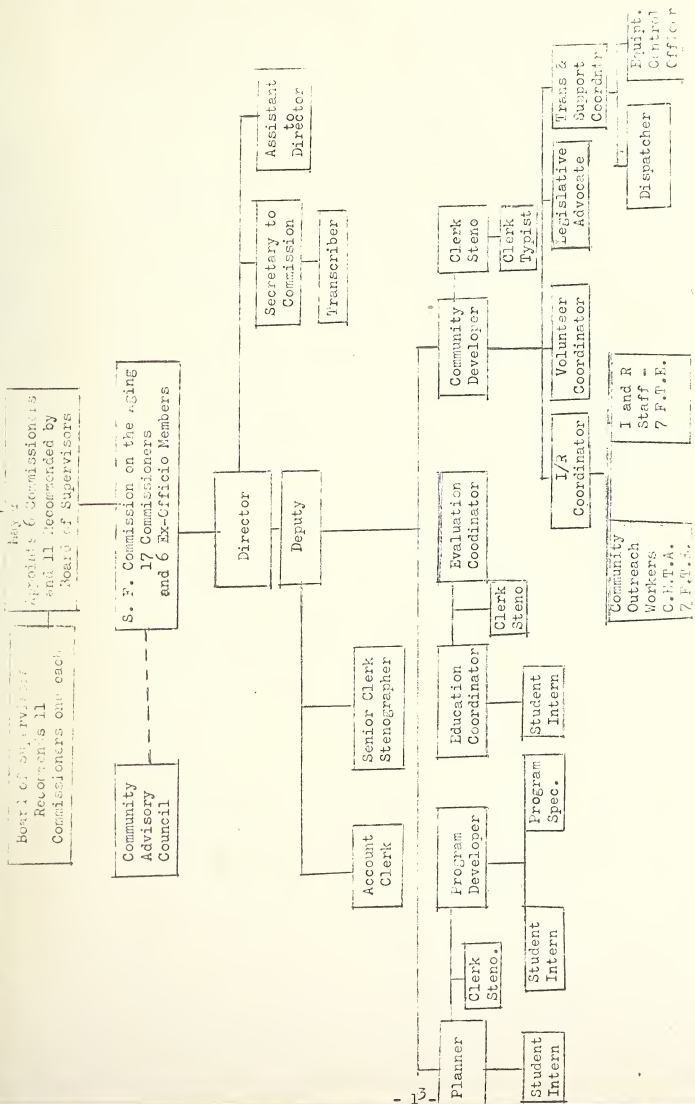
As an integral part of each of these programs, SFCOA will be establishing and maintaining educational programs designed to meet the needs of the City's elderly population. For the most part, the direct conduct of these training sessions will be contracted to professional educators and institutions with unique expertise and background in the field of Gerontological education. But in order to insure effective coordination of training mechanisms the COA will, as a portion of its Information and Referral system, maintain a Training Coordinator whose function it will be to oversee the provision of training services, pooling and tapping unused educational resources as well as to staff and organize training sessions be provided by the COA.

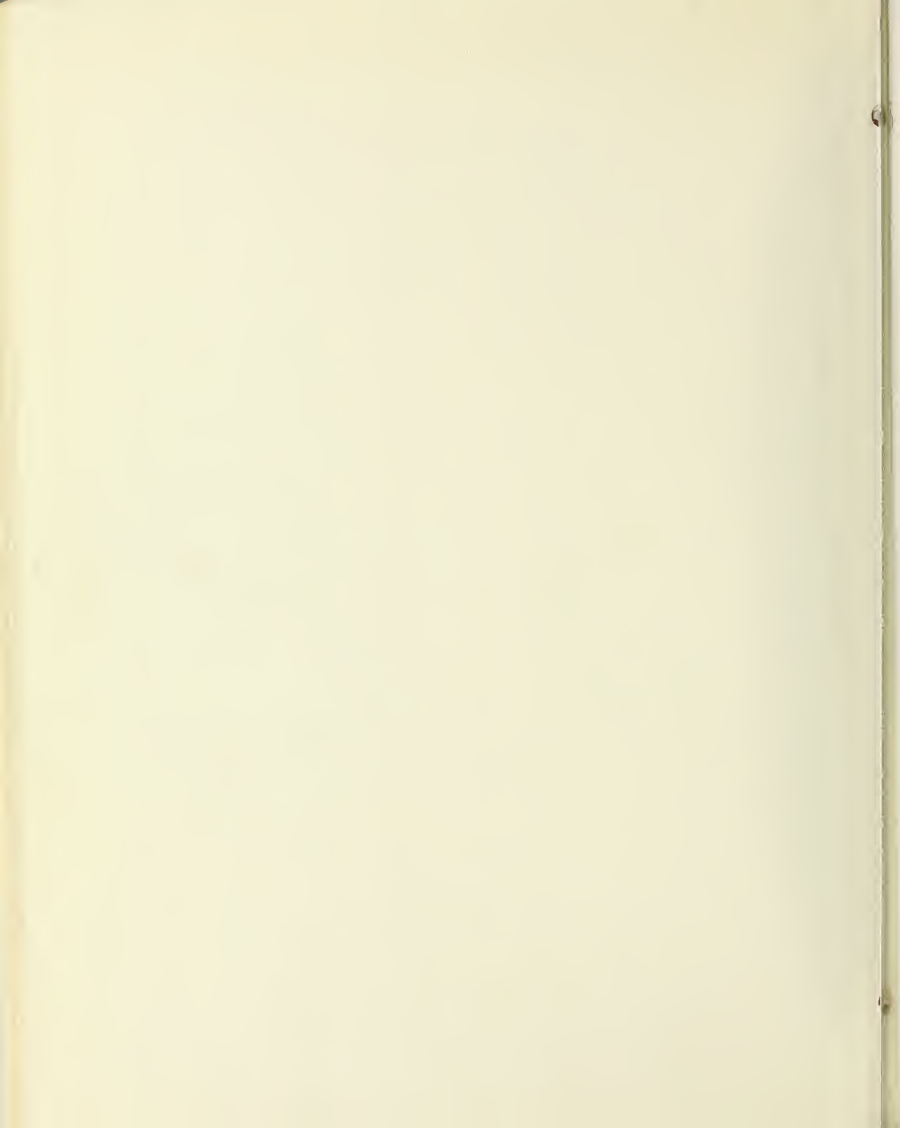
In this rationale for direct provision of social service one keyword runs throughout, i.e., coordination; because of the limited resources available to serve the aged, coordination is essential to insure non-duplicated provision of service and program as well as to obtain maximum program output for the limited financial, physical and moral resources available to serve the elderly. The COA sees its role as primarily of coordinator, insuring, wherever possible, that services are provided by those agencies and individuals who possess the ability to insure that the needs of senior citizens are met and that the maximum level of service is provided for each dollar spent in this field.



**SECTION C: ORGANIZATION AND STAFFING  
OF THE AREA AGENCY**



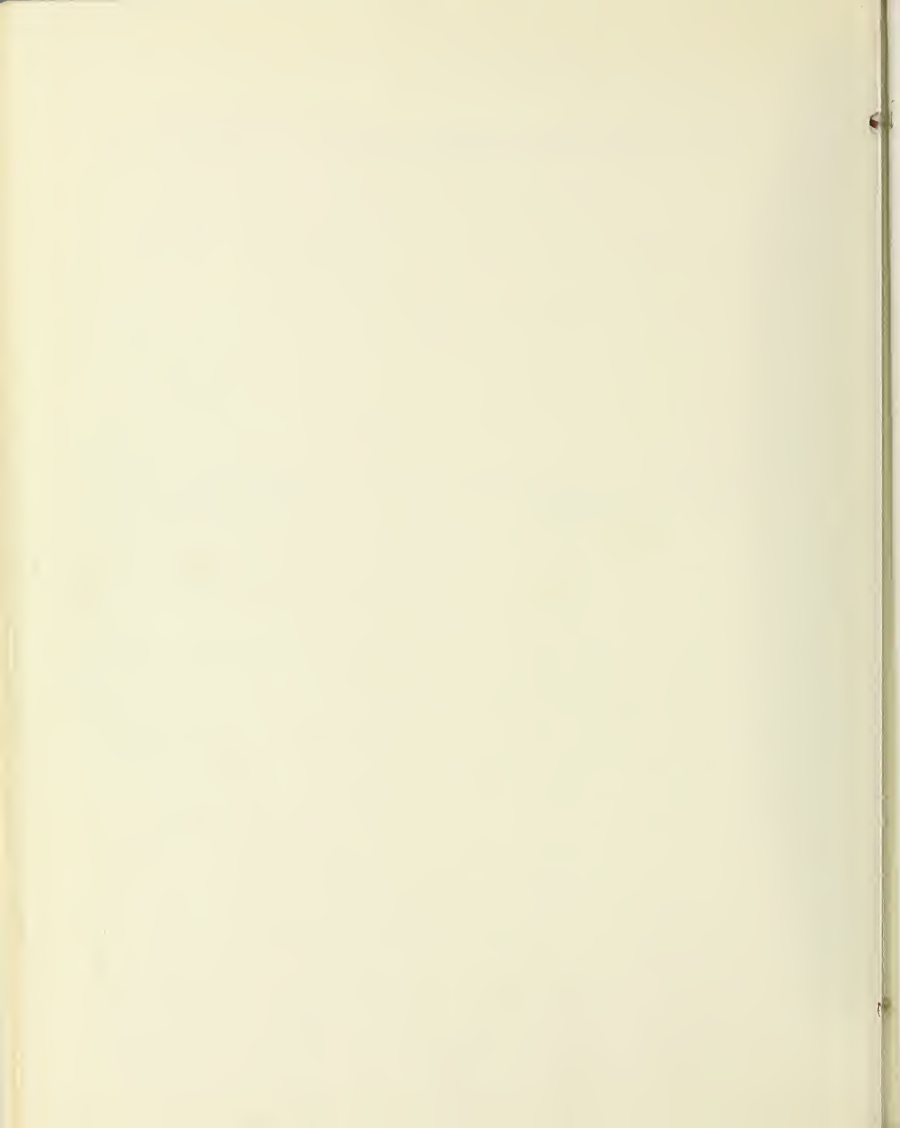






not applicable

(If Applicable, Organization Chart of the Single Organizational Unit  
Within the Area Agency)



AREA PLAN ON AGING  
UNDER TITLE III OF THE OLDER AMERICANS ACT OF 1965,  
AS AMENDED

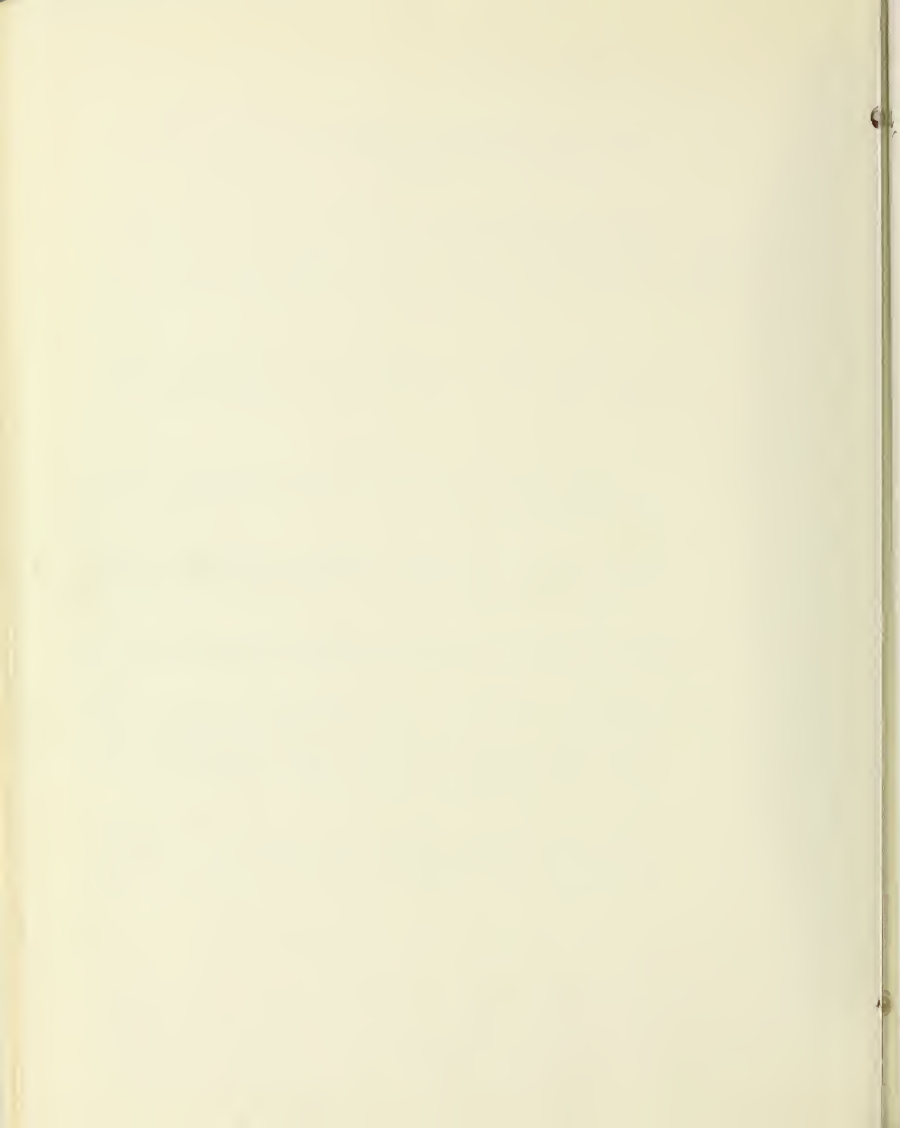
The San Francisco Commission on the Aging submits herewith the Area Plan on  
(Area Agency on Aging)  
Aging as required under Title III of the Older Americans Act of 1965, as  
amended, and hereby agrees to administer such plan in accordance with the  
regulations, policies and procedures prescribed by the State agency.

Purpose of Program

1. The area agency understands and agrees that it is the purpose of the Title III Program to foster the development of a comprehensive and coordinated service system for older persons within the planning and service area.

The primary objectives of this system are:

- (a) To secure and maintain maximum independence and dignity in a home environment for older persons capable of self-care with appropriate supportive services; and
  - (b) To remove individual and social barriers to economic and personal independence for older persons, including the provision of opportunities for employment and volunteer activities in the communities where older persons live.
2. The area agency further understands and agrees that in order to achieve the purpose of the Title III Program the resources made available to the area agency by the State agency are designed to:
    - (a) Provide for the development and implementation by the area agency, in conjunction with other planners and services providers, and older consumers of services, of an area plan which sets forth specific program objectives and priorities for meeting the needs of the elderly with special attention being given to the needs of low income and minority older persons;
    - (b) Increase the capability of the area agency to develop and implement action programs designed to achieve the coordination of existing social service systems in order to make such systems more effective, efficient, and responsive in meeting the needs of the elderly;



- (c) Draw in increasing commitments from public and private agencies which have resources that can be utilized to serve older persons, and encourage such agencies to enter into cooperative arrangements directed toward maximum utilization of existing resources on behalf of older persons;
- (d) Make existing social services more accessible to older persons in need through the development and support of services such as transportation, outreach, information and referral, and escort which can increase the ability of older persons, including the older physically and mentally disabled, to obtain other social services; and
- (e) Promote comprehensive services for the elderly through the development and support of social services which are needed by older persons but which are not otherwise available.

Purpose and Content  
of Area Plan

- 3. The area agency understands and agrees that in order to obtain approval of the State Agency and receive funds for support, the area plan submitted herewith must and the area agency will:
  - (a) Provide for a continuous process of planning by the area agency, including the defining and redefining of objectives and the establishment of priorities; and
  - (b) Provide for the launching or strengthening of action programs within the area for coordinating the delivery of existing services for older persons, and for the pooling of available but untapped resources in order to strengthen existing services or inaugurate new services for older persons.
- 4. The area agency having met the requirements of Provision 3 of this plan, understands and agrees that the State Agency may approve support for those service programs proposed to be carried out under the area plan found necessary to assist older persons to become aware of the social services available in the area (information and referral, and outreach services), and to assist them in having access to these services (transportation and escort services), and support for those other social services proposed to be carried out under the area plan which are needed by older persons, but which no other public or private agency of the planning and service area can and will provide.



5. The area agency understands and agrees that priority must be given to those activities and services which will assist and benefit low income and minority older persons throughout the planning and service area, and assures, to the extent feasible, and with respect to resources made available under the plan, that low income and minority individuals will be served at least in proportion to their relative numbers in the planning and service area.

6. Organization of the Area Agency

The area agency is a ☒ single purpose agency; ☐ multi-purpose agency; and therefore has created a single organizational unit, namely the San Francisco Commission on Aging within such agency which has (Name of single organizational unit) been delegated authority and responsibility for effective implementation of the area plan. An organization chart for the area agency is included as Exhibit C-1 of this plan.

7. Authority and Capacity of Area Agency

The area agency assures that it has the authority and capacity to develop the area plan, and to carry out, directly or through contractual or other arrangements a program pursuant to the plan within the planning and service area.

8. Staffing of the Area Agency

The area agency will be headed by an individual qualified by education or experience assigned full-time solely on development and implementation of the area plan. Adequate numbers of qualified staff, including members of minority groups, will be assigned full-time solely to the area agency to assure the effective conduct of responsibilities under this plan. Subject to the requirements of merit employment systems of local government, preference will be given to persons aged 60 or over for any staff positions (full-time or part-time) for which such persons qualify. The proposed staffing plan for the area agency which sets forth the number, type of personnel employed and the timetable for the hiring of staff for the project year is included as Exhibit C-6 of this plan. The area agency understands and agrees that, once the staffing plan has been approved by the State agency, such plan must be adhered to in all personnel actions taken by the area agency, and that, if the area agency determines that it must deviate from such plan, it must obtain the prior approval of the State agency.





9. Standards of Personnel Administration

In cases where the area agency is a public agency, it will establish and maintain methods of personnel administration which conform to the Standards for a Merit System of Personnel Administration, and any standards prescribed by the U.S. Civil Service Commission pursuant to section 208 of the Intergovernmental Personnel Act of 1970 modifying or superseding such standards. Such methods shall be maintained in the files of the Area Agency and shall be made available to the State Agency upon request.

10. Functions of the Area Agency

In addition to the development and administration of the area plan, the area agency will carry out directly, to the maximum extent feasible, the following functions:

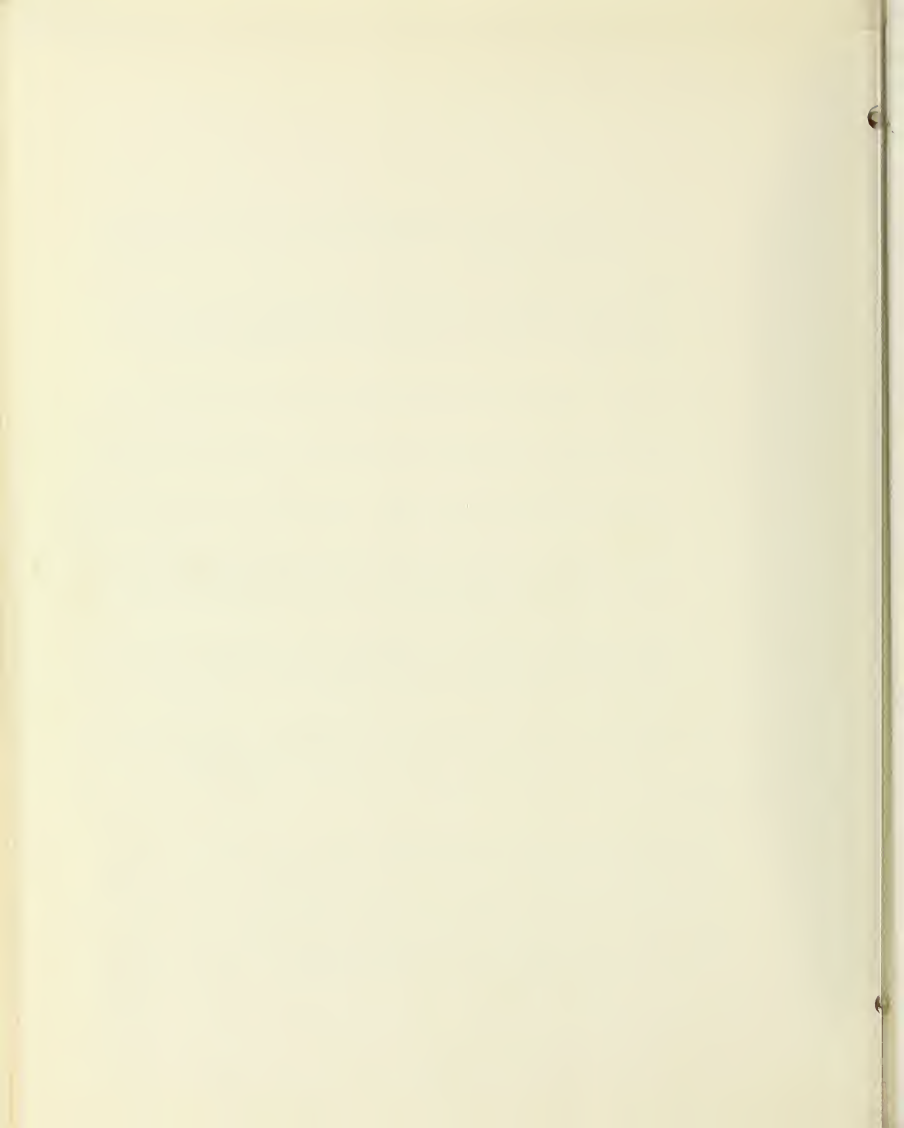
- (a) Provision of leadership and advocacy on behalf of all older persons within the planning and service area for which the area agency is responsible;
- (b) Determination of the need for social services in the planning and service area with special attention being given to the needs of low income and minority elderly;
- (c) Inventory of the resources within the planning and service area to meet the needs of the elderly, and an evaluation of the effectiveness of the services provided by the public and private agencies within such area in meeting such needs;
- (d) Establishment of measurable program objectives and priorities for implementation of the area plan, in keeping with the objectives established by the State Agency;
- (e) Planning with existing planning agencies and the providers of service in the area concerning the needs of the elderly;
- (f) Either directly or through contract or grant, provide for an action program designed to:
  - (1) coordinate the delivery of existing services for the elderly; and



- (2) pool available but untapped resources of public and private agencies in order to strengthen or inaugurate new services for older persons.
- (g) Periodic evaluation of activities carried out pursuant to the area plan, including the views of older persons participating in such activities, and monitoring on an ongoing basis the performance of contracting agencies and grantees under the area plan;
- (h) Conduct of periodic public hearings concerning the needs of the elderly;
- (i) Collection and dissemination of information concerning the needs of the elderly;
- (j) Provision of technical assistance to providers of social services in the planning and service area;
- (k) Where necessary and feasible, enter into agreements to provide legal services to older persons in the planning and service area to be carried out through Federally assisted programs or other public or non-profit agencies; and
- (l) Where possible, enter into arrangements with organizations providing day care services for children so as to provide opportunities for older persons to aid or assist, on a voluntary or paid basis, in the delivery of such services to children;
- (m) Take into account in connection with matters of general policy arising in the development and administration of the area plan, the views of recipients of services under the area plan.

11. Direct Provision of Social Services by the Area Agency

The area agency understands and agrees that no social service may be provided directly by the area agency unless the State Agency grants specific approval to do so. With the exception of information and referral services, and the conduct of coordination activities, no such approval will be given by the State Agency unless the area agency was providing social services prior to its designation as an area agency, or it can be clearly shown that the direct delivery of a service is necessary to assure an adequate supply of such services, and that no other agency in the area can and will effectively deliver



such service. Those cases, if any, in which the area agency anticipates providing social services directly are included as Exhibit B-1 of this plan.

12. Advisory Council

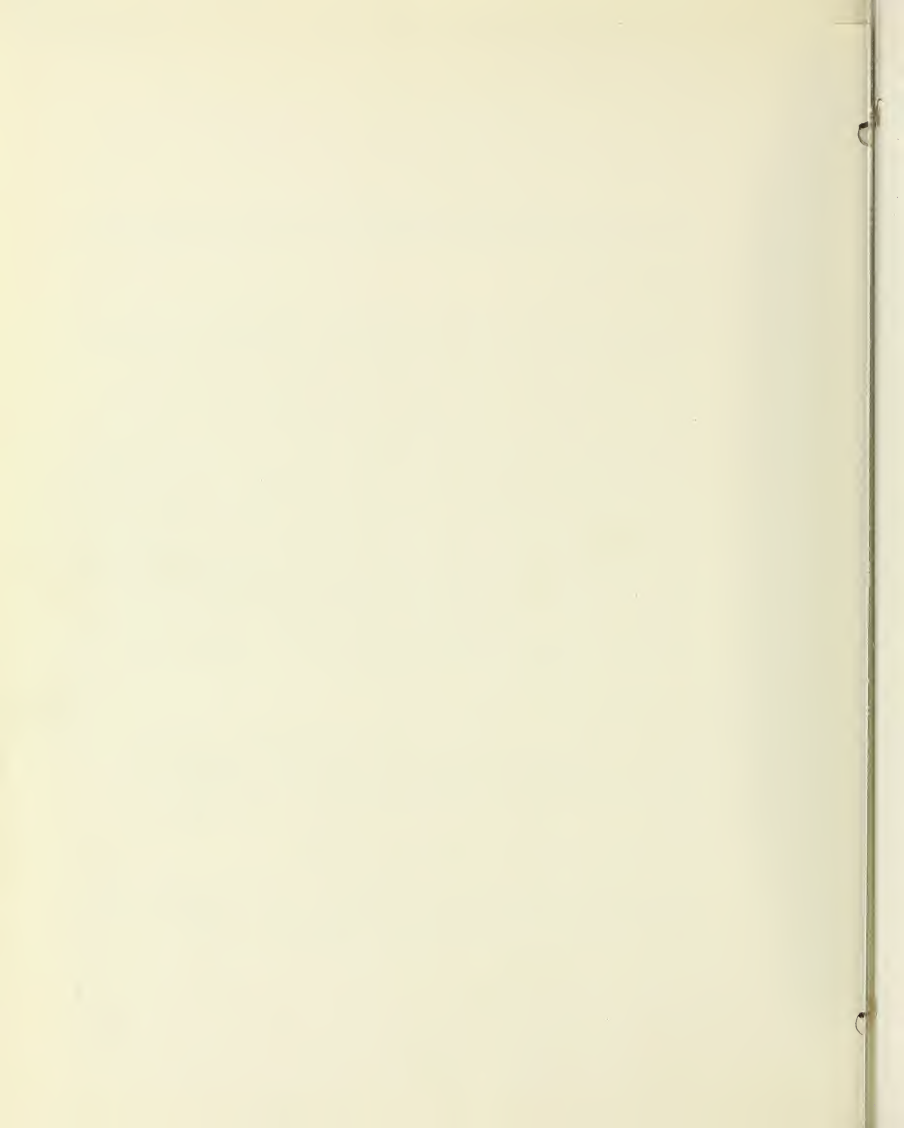
The area agency will establish an advisory council which meets preferably monthly but at least bi-monthly. The council will consist of representatives of program participants and the general public, including low income and older minority persons in the area, at least in proportion to the number of older minority persons in the area. The advisory council shall advise the area agency on all matters relating to the development and administration of the area plan and operations conducted thereunder. At least one-half of the membership of the advisory council will be made up of actual consumers of services under the area plan. Where a nutrition project established under Title VII of the Older Americans Act of 1965, as amended, is located within the planning and service area a representative of the nutrition project council for such project shall also be included on the advisory council. Where more than one nutrition project is located within the planning and service area, the project councils for such projects shall designate one of their number to provide representation for all of the nutrition projects of the area on the advisory council. The membership of the advisory council is included as Exhibit C-4 of this plan. In addition, the area agency has developed a statement of responsibilities for the advisory council which is included as Exhibit C-5 of this plan.

13. Arrangements with Title VII Projects

The area agency, in conjunction with the State agency, shall take the initiative in endeavoring to develop arrangements with recipients of grants or contracts for nutrition projects under Title VII of the Older Americans Act in the planning and service area, whereby such projects shall be made part of the activities under the area plan.

14. Arrangements with Social Security Act Programs

The area agency shall provide for maximum coordination between the programs and activities under the area plan, and the resources available under Titles I, X, XIV, XVI and XIX of the Social Security Act and Title VI added by the Social Security Amendments of 1972.



15. Establishment or maintenance of information and referral sources

The area agency will take such steps as are required to achieve the establishment or maintenance of information and referral sources in sufficient numbers to assure that all older persons within the planning and service area covered by the plan will have reasonably convenient access to such sources by the end of fiscal year 1975. Such information and referral sources shall be established or maintained in close coordination with the information and referral services which are available through the District Offices of the Social Security Administration of the Department. To the maximum extent possible, the services and resources available through such offices shall be utilized by the area agency for this purpose.

16. Transportation

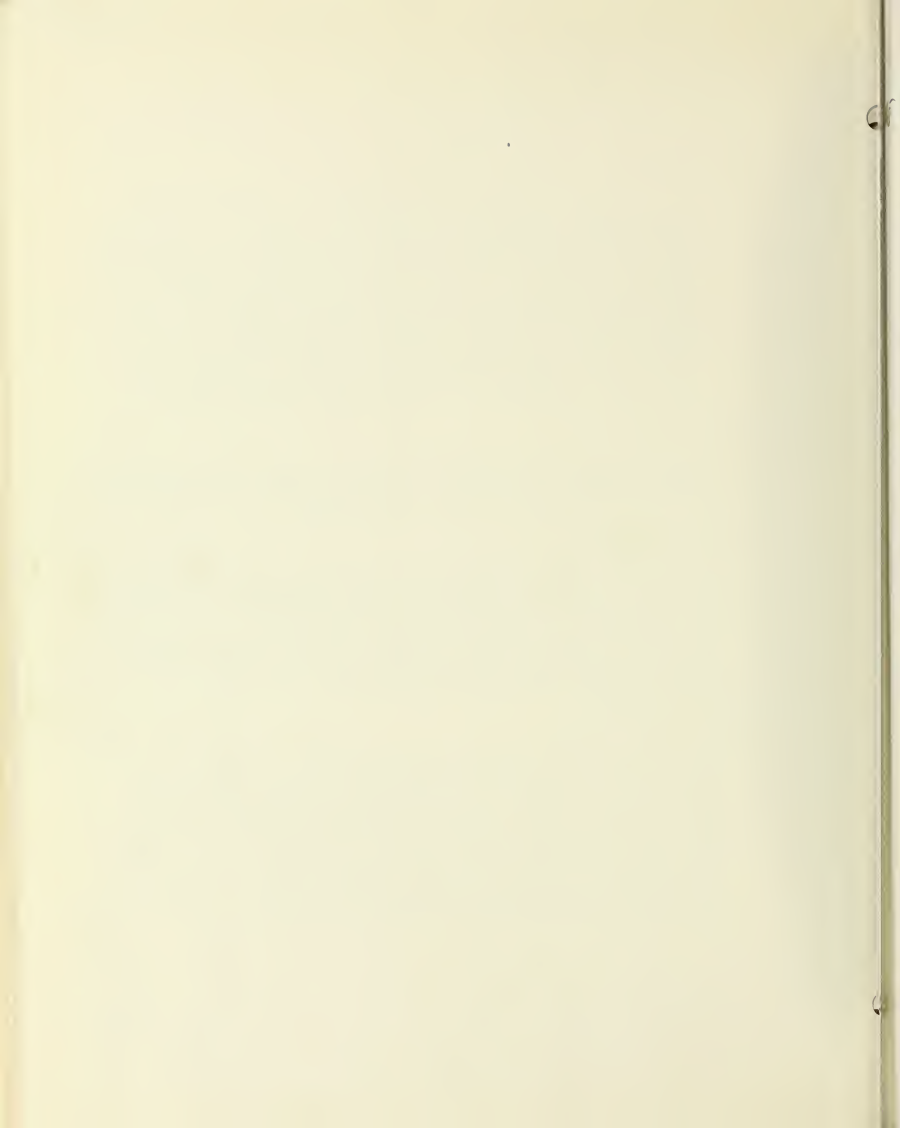
The area agency has included in the area plan plans for transportation, wherever funds are to be used to establish needed services for older persons to ensure their access to such services.

17. Public Hearings

The area agency will conduct, prior to the submission of the area plan to the State agency for approval, a public hearing(s) on the area plan for fiscal year 1975 and every fiscal year thereafter. The purpose of this hearing(s) will be to provide the opportunity for older persons, the general public, officials of general purpose local government, and other interested parties to comment on the area plan. The area agency will give adequate public notice prior to the conduct of such hearing.

18. Contracts or Grants

The area agency will provide for contracts or grants under the area plan to be operated by minority individuals at least in proportion to their relative number in the planning and service area. The area agency understands and agrees that, subsequent to approval of the area plan by the State agency, grants or contracts made by the area agency may be approved for one year. The area agency understands and agrees that prior to the award of additional support for any subsequent year, the State agency will conduct an on-site evaluation of the project to determine if the objectives of the project are being met.





#### 19. Contributions for social services

The area agency will assure that agencies providing social services under the area plan shall afford older persons the opportunity to contribute to all or part of the costs of the social services provided. The area agency shall consult with the advisory council regarding proposed contributions. Each older recipient shall determine for himself what he is able to contribute toward the cost of the social service. No older person shall be denied a social service because of his failure to contribute to all or part of the cost of such service. The area agency shall provide that the methods of receiving contributions from individuals by the agencies providing social services under the area plan shall be handled in such a manner so as not to differentiate among individuals' contributions publicly.

#### 20. Training

The area agency will make provision for the training of personnel necessary for the implementation of the area plan, and the attendance of such individuals at designated training centers established by the Administration on Aging in consultation with the State Agency, for individuals having specific responsibilities under the area plan.

#### 21. Licensure Requirements

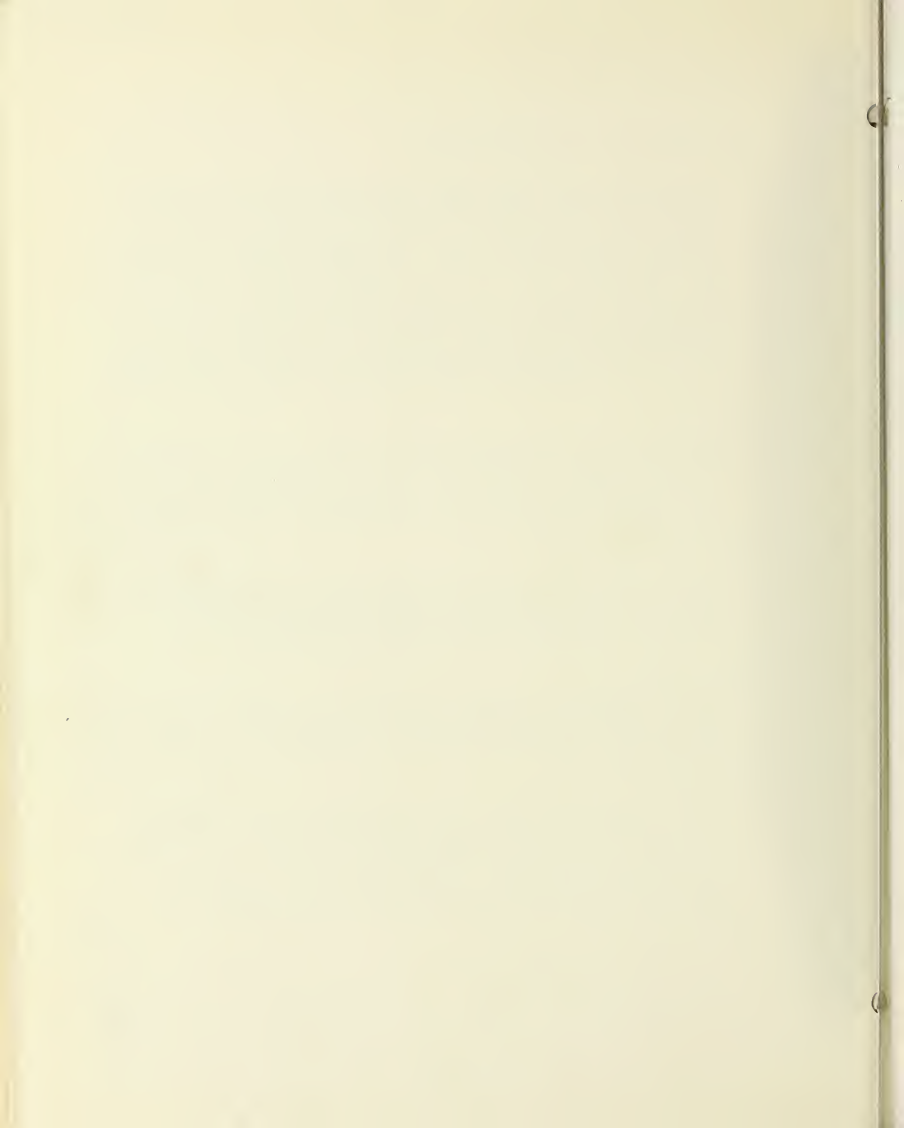
The area agency shall assure that where State or local public jurisdictions require licensure for the provision of social services, agencies providing such services under the area plan shall be licensed, or shall meet the requirements for licensure.

#### 22. Evaluation

The area agency will cooperate and assist in any efforts undertaken by the State Agency or the Administration on Aging to evaluate the effectiveness, feasibility, and costs of activities under the area plan.

#### 23. Confidentiality

The area agency will ensure that no information about, or obtained from, an individual, and in the possession of an agency providing services to such individual under the area plan shall be disclosed in a form identifiable with the individual without the informed consent of such individual. Lists of older persons compiled pursuant to Provision 15 of this plan shall be used solely for the



purpose of providing social services, and only with the informed consent of each individual on such list.

#### 24. Records and Reports

The area agency will keep such records and make such reports in such form and containing such information as may be required by the State Agency and in accordance with guidelines issued by the Administration on Aging. The area agency will maintain such accounts and documents as will serve to permit expeditious determination to be made at any time of the status of funds within the award, including the disposition of all monies received from the State Agency, and the nature and amount of all charges claimed to be against such funds.

#### 25. Civil Rights

The area agency will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352), and the regulation issued pursuant thereto. An Assurance of Compliance with such regulation (Form HEW-441) is attached. Also, the area agency further certifies that it has no commitments or obligations which are inconsistent with compliance with these and any other pertinent Federal regulations and policies, and that any other agency, organization, or party which participates in the implementation of the area plan shall have no such commitments or obligations.

#### 26. Public Information

The area agency will provide for a continuing program of public information specifically designed to assure that information about the program and activities carried out under the area plan are effectively and appropriately promulgated throughout the planning and service area. The area agency will make available at reasonable times and places in the offices of the area agency, the area plan, all periodic reports, and all policies governing the administration of the Title III program in the area, for review upon request by interested persons and representatives of the media.

#### 27. Maintenance of Effort

The area agency assures that there will be expended for the purposes for which payments are made for activities under this plan, for the year for which such payments are made and from funds from non-Federal resources, an amount not less than the amount expended for such purposes from such funds during the previous year.

#### 28. Amendments to the Area Plan

The area agency assures that it will submit to the State Agency necessary documentation of substantial changes, additions, or deletions to the area plan.



## MISSION STATEMENT OF THE AREA AGENCY ON AGING

Set forth that portion of the formal mission statement of the Area Agency which is related to the achievement of the program goal of establishing a comprehensive and coordinated service system for older persons in the planning and service area.

Ordinance 305-72 which created the San Francisco Commission on the Aging defined the responsibilities as follows:

"To develop broad policy goals in dealing with the problems of the aged and aging within San Francisco " In accordance with this, the overall objective the SFCOA directs itself to is the development of a system of coordinated and comprehensive services which will enable the over sixty population in San Francisco to live in a location of their choice as long as possible and to function independently in society with the dignity and respect due to those who have made a modern society possible.

The Ordinance also states that the SFCOA: a) ... receive funds from public and private sources and disburse these funds to programs related to the aged; b) direct the preparation and dissemination of educational and informational materials... relating to services provided for the elderly by ... agencies in areas such as housing, medical care, recreation, transportation, informational and referral services; c) ascertain, study and analyze all facts relating to the economic, health and social needs of older adults...; d) review proposed legislation and its effect on the welfare of aging persons and report these effects on the elderly to appropriate individuals.

Adhering to these principles, the goal of the SFCOA will be to provide alternatives to institutional care so that seniors enjoy independent lives in the community. In an effort to enhance this independence, a broad range of social and supportive services will be valuable. The SFCOA will be and provide the appropriate linkage between the elderly and service providing agencies in order that these services will be coordinated and delivered with maximum efficiency to those in need.

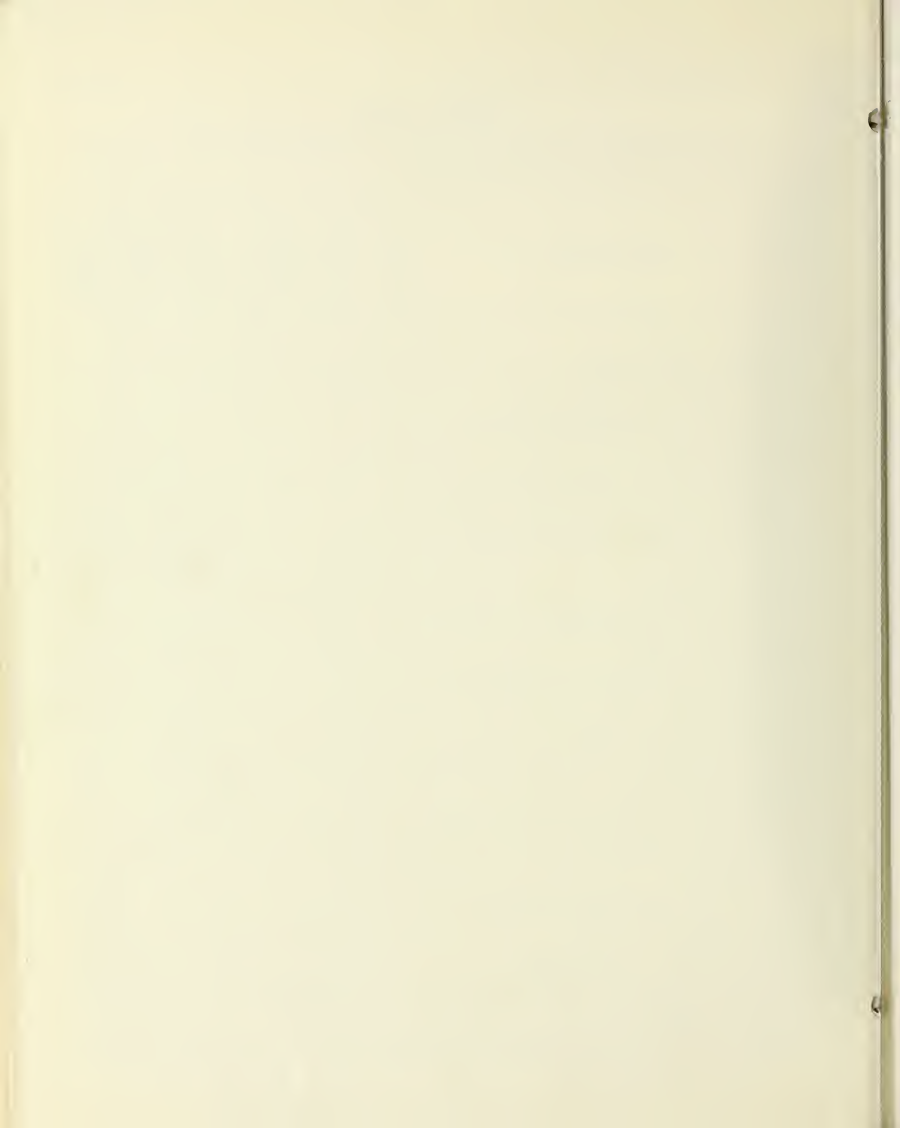
For too long, substantial numbers of people have been placed in institutional settings where they receive a higher level of care than they need simply because there are no alternatives available to them. The SFCOA as the Area Agency on Aging accepts the responsibility to provide the freedom of choice to the elderly living in San Francisco.



## ADVISORY COUNCIL

Enter name and affiliation of council member and indicate (✓) area of representation. More than one column may be checked for each council member. Identify Chairman by (\*)

Name and Affiliation	General Public	Older Consumer	Low Income Older Person	Minority Older Person	Private Agency Representative	Public Agency Representative	Nutrition Project Council Representative
Anderson, Mary,		x					
Barbash, Cecile, Retired		x					
Butler, Leontine, AARP		X			x		
Brown, Frances, Glide Sr. Center		x			x		
Bruenn, Elizabeth, Self-Help Elderly	x *					x	
Cain, Art, AARP, Bethany Center		x			x		
Campbell, Neola	x						
Carroll, Carrie, North-Point AARP		x			x		
Cashmere, Marcelle, Ambulatory Health		x	x	x		x	
Chambers, Peter	x						
Cheetham, Winifred No. of Mkt. Sr.Org.		x	x		x		
Clay, Charles, No. of Mt. Sr. Org.	x *						
Cook, Cleo, AARP		x			x		
Davis, Archie		x	x	x			
Deady, Sr. Begmina		x	x				
Fairley, Lincoln, S.F. Health Pl. Council		x			x		
Follis, Bruce, Lutheran Care	x				x		
Gaines, Ben AARP		x			x		
Gonzales, Robert S.		x	x	x			
Grundel, Vera, Comm. Coll.; Nurses Assn.		x			x		
Gutierrez, Mario, No. of Mkt. H.C.	x *				x		
Harwood, Evelyn		x					
Humeston, Evelyn, AARP		x			x		
Incerti, Winifred Haight-Ash. Health		x			x		
Kalins, Esther B.		x					
Kalkman, Marion E.		x					
Knox, Walter ABAG		x	x		x		
Knowles, Betty - Self Help for the Aging		x	x		x		
Lange, Tracy UCP Dental	x				x		
Laursen, (Bill) William		x					
Ley, Kathleen		x					
Mark, Cecil B.		x					
Mellor, Jean, No. of Mkt. Sr. Org.		x	x		x		
Mendez, Bernice K.		x	x		x		
Miller, Vyola E.O.C.		x		x		x	
Minahan, Joseph Consultant		x			x		
O'Gilvie, O. D.		x	x	x			
Patterson, Dorothy No. of Mkt. Sr. Org		x	x	x	x		
Paulian, Teresa, AARP		x			x		
Pearson, Miriam		x					
Pothier, Wm - S.F. Senior Center	x				x		
* Minority Younger Person							

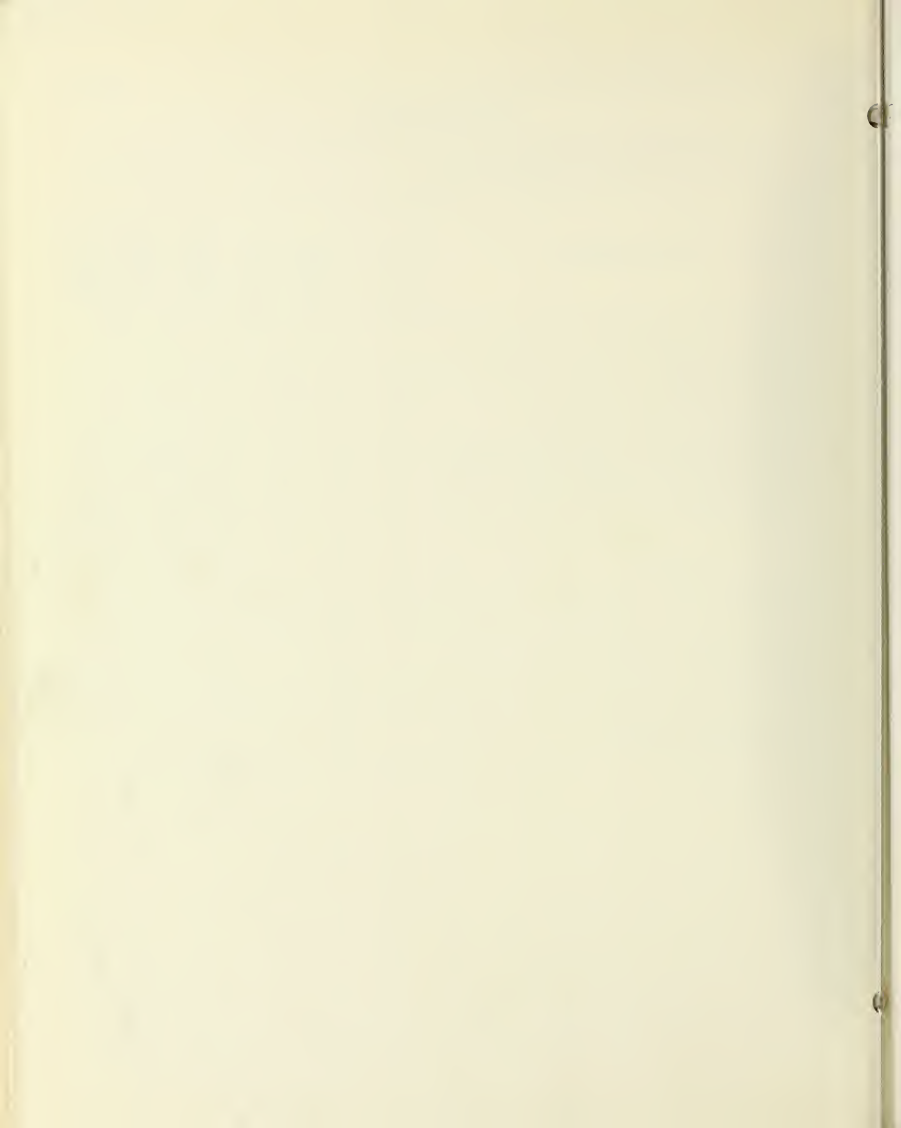




## ADVISORY COUNCIL

Enter name and affiliation of council member and indicate (✓) area of representation. More than one column may be checked for each council member. Identify Chairmen by (\*)

Name and Affiliation	General Public	Older Consumer	Low Income Older Person	Minority Older Person	Private Agency Representative	Public Agency Representative	Nutrition Project Council Representative
Riskin, Dr. Alexander Retired M.D.		x					
Sasselli, Mario		x					
Scdlacek, Bertha	x						
Tacata, Florence	x*				x		
Tcm, Henry S. Ret. YMCA Dir.		x		x			
Torrenya, Jack		x	x				
Ward, Clarissa, S. F. Senior Law Center		x				x	
Warren, Maggie, St. Luke's ; Com. Concerns	x				x	x	
Wolf, Virginia, Salvation Army		x			x		
Zabala, Enrica		x	x	x		x	
<u>Officers</u>							
Cranshaw, W. Earl, President		x	x	x			
Mellor, Jean, Vice President							
No. of Mkt. Sr. Org.		x	x		x		
Ayala, Doris, Secretary		x	x	x			
Van Raam, Ida, Treasurer							
Glide Senior Center		x	x		x		



## ADVISORY COUNCIL SUPPLEMENTARY INFORMATION

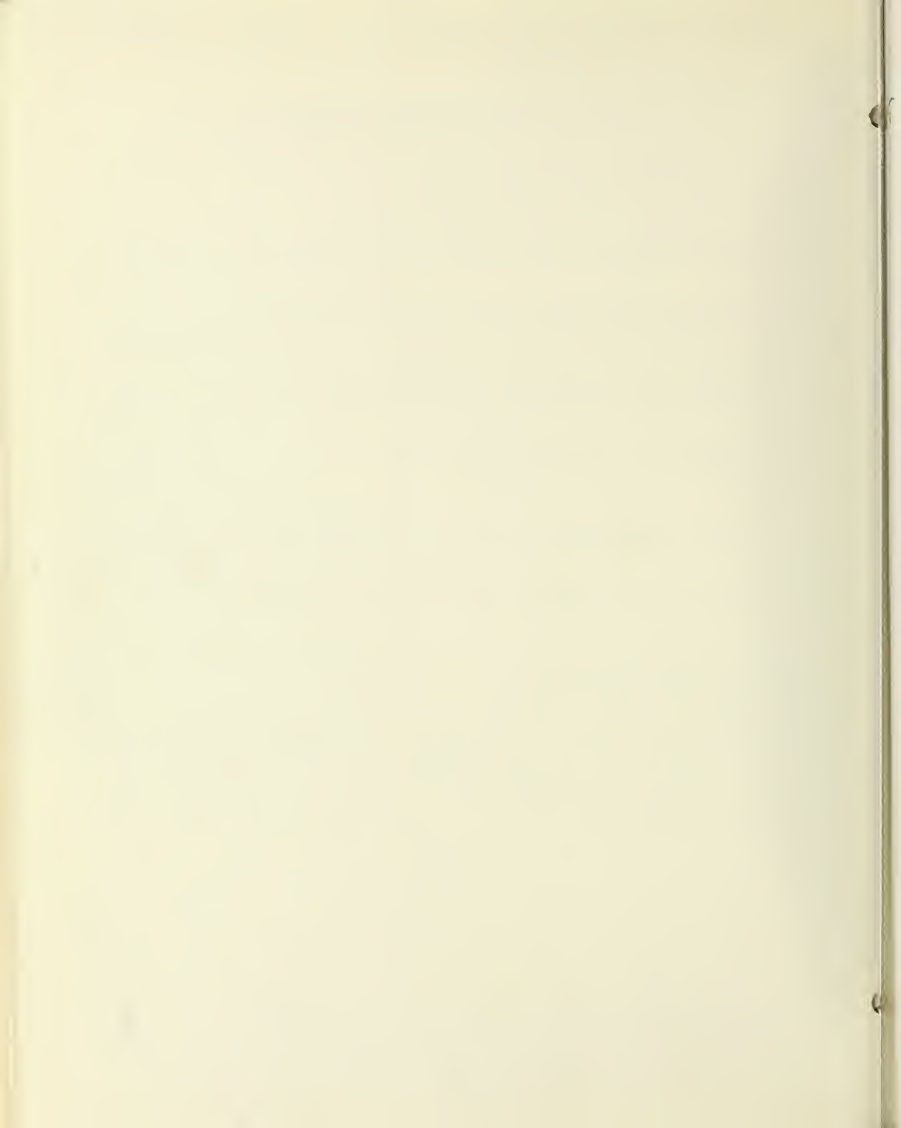
Provide information on the following items:

The percentage of persons in the planning and service area aged 60 or over with incomes below the poverty level.	<u>16%</u>
The percentage of Advisory Council members identified as low income* older persons.	<u>31%</u>
The percentage of persons aged 60 or over in the planning and service area identified as minority persons.	<u>23%</u>
The percentage of Advisory Council members 60 and over identified as minority persons.	<u>18%</u>
The percentage of Advisory Council members 60 and over identified as consumers of services under the area plan.	<u>80%</u>
The period of appointment of Advisory Council members.	<u>                    </u>

Specify any plan to change Advisory Council membership during the budget year of this Area Plan.

The Community Advisory Council structure and function will be formalized to allow for broad community representation and input. It will be brought into conformance with State and Federal guidelines and directives. Estimated date - December, 1975.

\* Federal regulations Section 903.48(c) state that low income refers to those incomes which are below the current Department of Commerce, Bureau of Census poverty threshold unless the State Plan establishes other definition of low income (State Plan Attachment II-10).



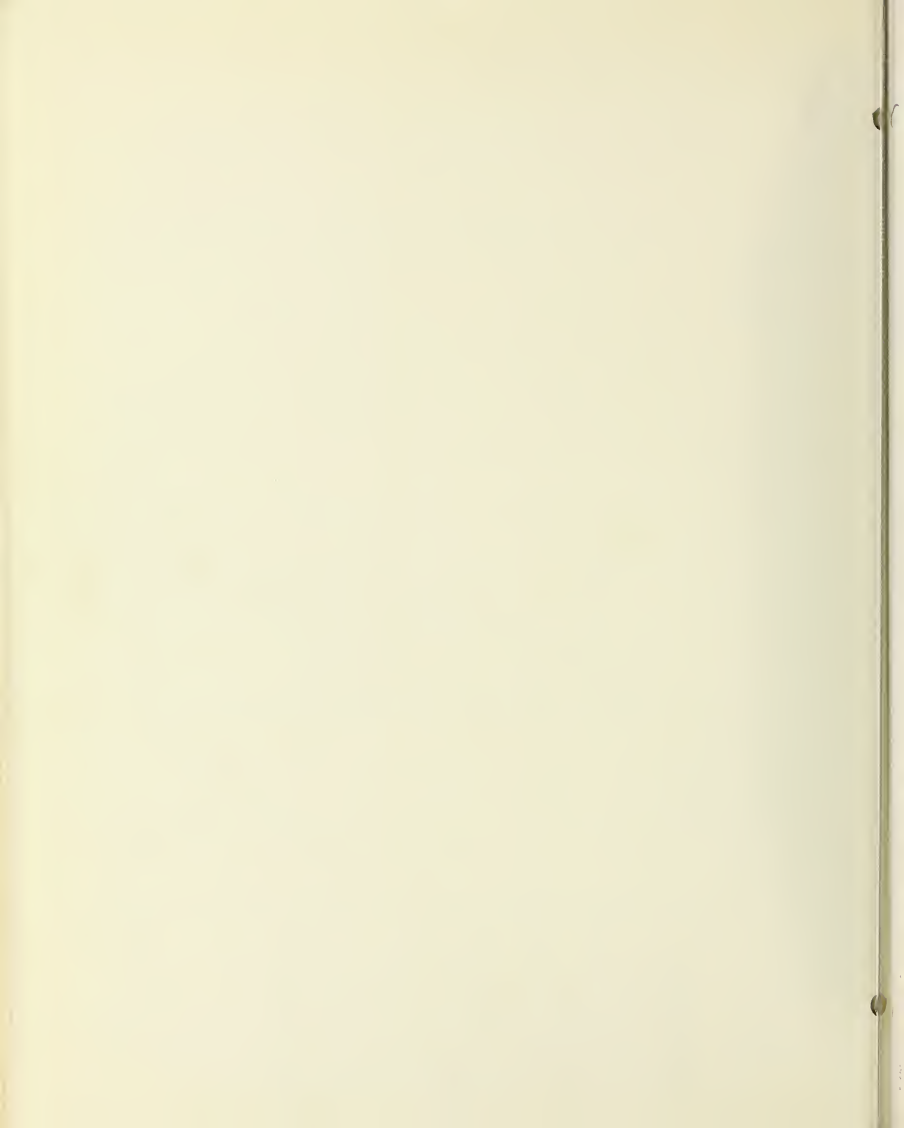
## STATEMENT OF RESPONSIBILITIES ASSIGNED TO THE ADVISORY COUNCIL

The responsibilities of the CAC are to: 1) advise the AAA on matters relating to the development and administration on the area plan and operations conducted thereunder; 2) consult with the AAA on all aspects of the functions of the AAA; 3) focus on problem solving; 4) see that consumers and providers are involved in all phases of the AAA planning process. Additionally, the CAC will 1) advise the SFCOA on a) overall priorities of the aged; b) specific problems and recommend solutions; c) specific neighborhood problems; d) the views of older consumers and agency representatives. 2) Provide feedback to the AAA on a) possible changes in the area plan; b) how well specific programs are working. 3) Recommend to the SFCOA new programs which it feels are necessary, either city-wide or in particular districts. 4) Assist the SFCOA in disseminating information needed either city-wide or in particular districts through senior groups, clubs, churches, agencies, etc.



## PROPOSED STAFFING PLAN FOR THE AREA AGENCY ON AGING

1. Identify Each Position Individually, By Descriptive Title	2. Number of Hours Per Week	3. Percent Of Time			4. If Position Is Currently Filled, Indicate (X) If Staff Member Is						5. If Position is Not Currently Filled, Indicate Proposed Date When Position Will Be Filled			
		Pro- gram Plan- ning	Devel- opment Of Action Programs	Sup- er- vis- ing and Cap- ing of Un- der- lying the Exist- ing Services	Racial-Ethnic Composition									
					Male	Female	Under 60	Age 60 or Over	Ameri- can Indian	Negro		Spanish Lan- guage	Orien- tal	Other
<u>Commissioners</u>		%	%	%										
Agnos, Arthur					X			X						X
Armada, Ariston					X			X				X		
Fellhauer, Martin					X						X			X
Kimp, Mattie						X								
Knowles, Theodore					X			X			X			
Lane, Elsa						X		X						X
Majewsky, Adolfo					X			X				X		
McCabe, William					X			X						X
Mendelsohn, Peter					X			X						X
Murphy, Regina						X		X						X
Ong, George					X			X					X	
Peet, Edward					X			X						X
Rheiner, Conard					X			X						X
Thomson, David					X			X						X

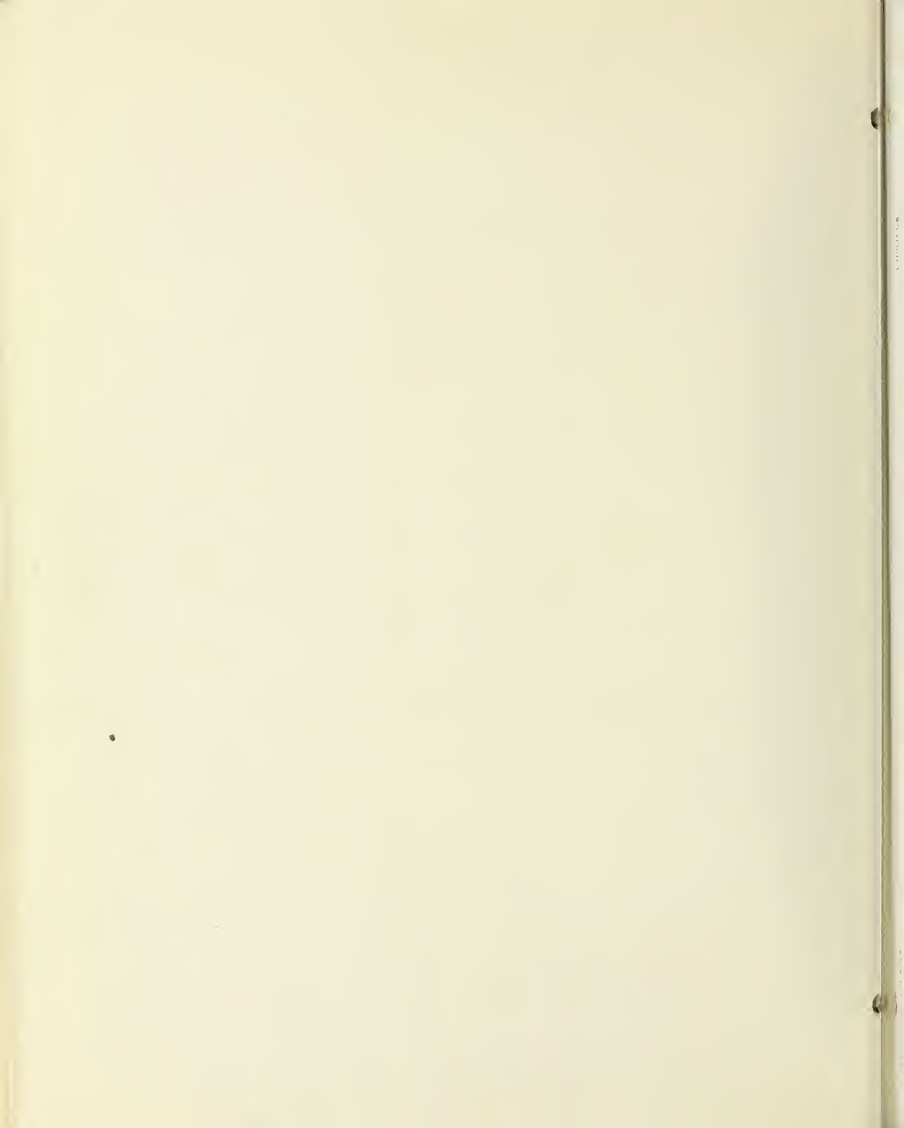




## PROPOSED STATE PLAN FOR THE AREA AGENCY ON AGING

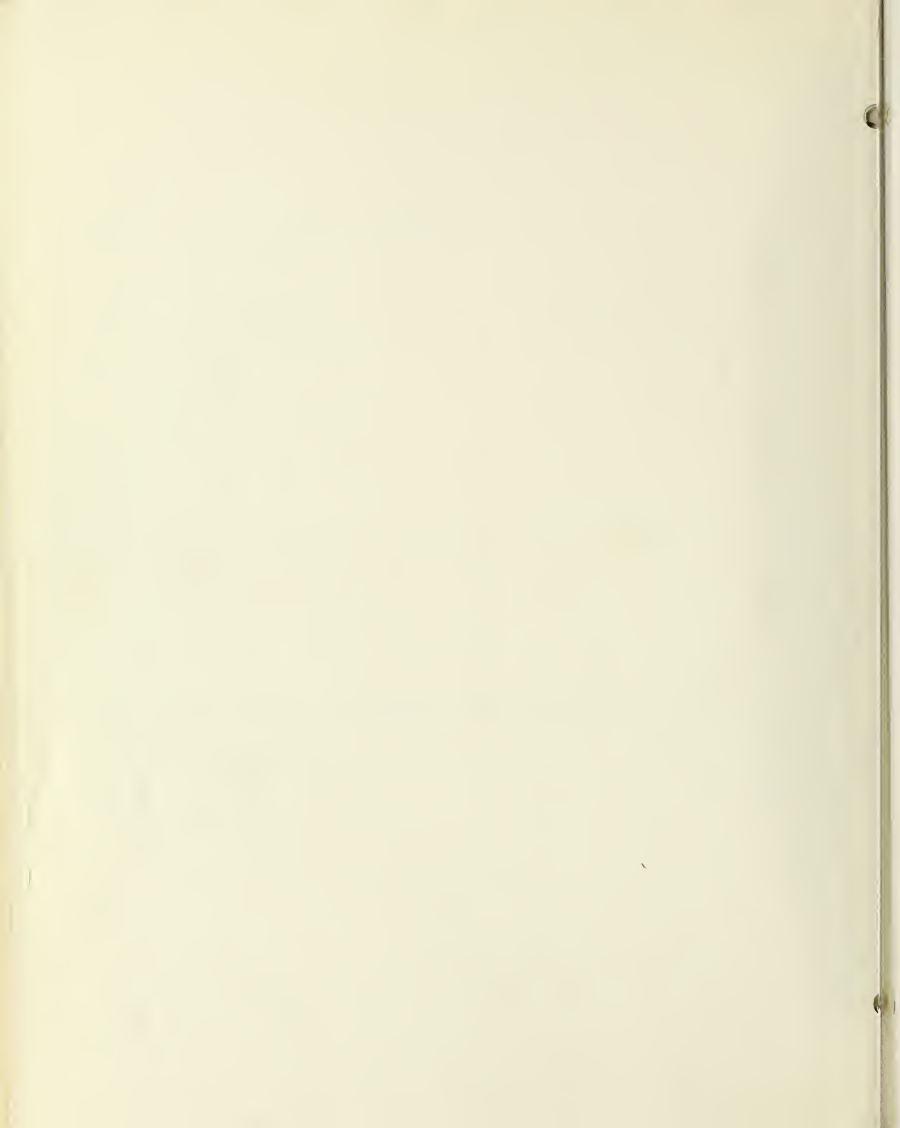
Page 2 of 3

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							
Identify Each Position Individually By Descriptive Title	Number of Hours Per Week	Percent of Time	Development of Action Programs	Coordination of the Department of Unemployment Services	Supervision and Control of Unemployment Services	Sex	Age	Race/Ethnic Composition	Other	Spanish Lan- guage	Orien- tal	Ameri- can Indian	Negro	Under 60	60 or Over	Male	Female	Under 60	60 or Over	Ameri- can Indian	Negro	Spanish Lan- guage	Orien- tal	Other	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
Ex-Officio Commissioners																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										</



PROPOSED STAFFING PLAN FOR THE AREA AGENCY ON AGING

1. Identify Each Position Individually, By Descriptive Title	2. Number of Hours Per Week	3. Percent Of Time				4. If Position is Currently Filled, Indicate (✓) If Staff Member Is				5. If Position is Not Currently Filled, Indicate Proposed Date When Position Will Be Filled			
		Development Of Action Programs	Coordi- nation of Un- der- lying Re- sources	Pro- gram Plan- ning	Sup- porting and Gis- tilling Services	Male	Female	Under 60	Age 60 or Over	Ameri- can Indian	Negro	Spanish Lan- guage	Other
Director	40	30	30	20	20								March, 1975
Deputy Planner	40	--	20	30	50	X		X					May, 1975
Program Developer	40	10	35	35	20	X		X					July, 1975
Evaluation Coor.	40	--	30	40	30								August, 1975
Community Developer	40	20	15	15	50								July, 1975
I. & B. Coordinator	40	10	10	10	70								July, 1975
Asst. to Director	40	10	10	40	40		X	X					August, 1975
Sec'y to Commission	40	10	30	30	30		X			X			June, 1975
Legislative Advo.	40	--	20	40	40								August, 1975
Trans. & Support Coor.	40	5	--	--	95								October, 1975
Dispatcher	40	--	--	--	100								August, 1975
Equip. & Control Off.	40	--	--	40	60								August, 1975
Account Clerk	40	10	20	30	40								August, 1975
R. Clerk Steno	40	10	30	30	30		X						June, 1975
Transcriber	40	40	20	20	20								August, 1975
Clerk stenographer	40	--	30	30	40								August, 1975
Clerk Typist	40	--	30	30	40								Sept., 1975
Clerk Steno	40	--	20	40	40								June, 1975
Student Intern	40	50	10	20	20								June, 1975
Student Intern	40	10	25	40	25								June, 1975
Student Intern	40	10	25	25	40								June, 1975
Volunteer Coor.	40	--	--	50	50								July, 1975
Program Specialist	40	--	70	--	100								August, 1975
Community Outreach Workers	40	--	--	--	100								



## AFFIRMATIVE ACTION PLAN

It will be the policy of the AAA to recruit and appoint qualified individuals for employment based on factors of merit without regard to race, age, ethnic background, religion, sex, sexual orientation or other such factors which have no demonstrated relationship to job performance.

Since one of the primary objectives of the AAA is to remove the barriers to economical and personal independence of the over 60 population, this agency will provide opportunities for employment and volunteer activities with special attention being given to low income persons over the age of 60.

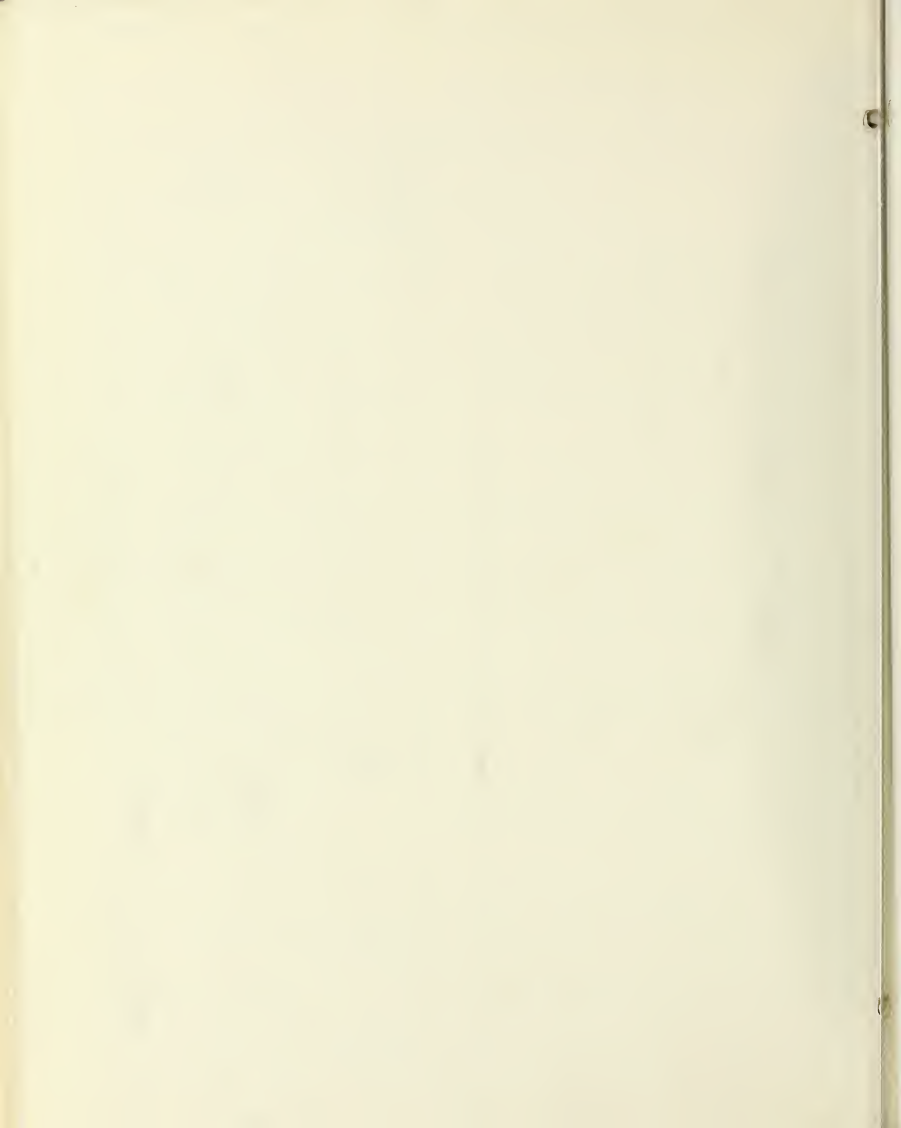
This affirmative action plan shall be pursued subject to the requirements of the merit employment system of the City and County of San Francisco and will be administered in ways which further the principles of equal opportunity:

1. The AAA will continue to encourage equal employment opportunity in all of its policies affecting staffing of the AAA.
2. It will include the principles of affirmative action within personnel management such as training employee-employer relations, research, job structure and classification, career mobility and pay structure.
3. It will inform individuals of employment opportunities through public newspaper advertisement including neighborhood and ethnic publications, through community based organizations and agencies, and through employee organizations and programs.
4. It will also notify recruiting sources and request that these sources actively recruit and refer minority elderly for all positions listed.
5. It will encourage applications from women, cultural and racial minorities, and the elderly.
6. The Agency will encourage the identification and eradication of all barriers to equal opportunity employment.
7. Selection techniques will be subject to continuous review to insure that they conform to Civil Service affirmative action guidelines. Although all staff positions of the AAA are in the classified service of the Civil Service Commission of the City and County of San Francisco, every effort will be made within that system to insure equal employment opportunity.
8. There will be full utilization of skills which employees bring to their work, including opportunities for training and the development of new skills.



MAJOR ACTION STEPS IN AFFIRMATIVE ACTION PLAN

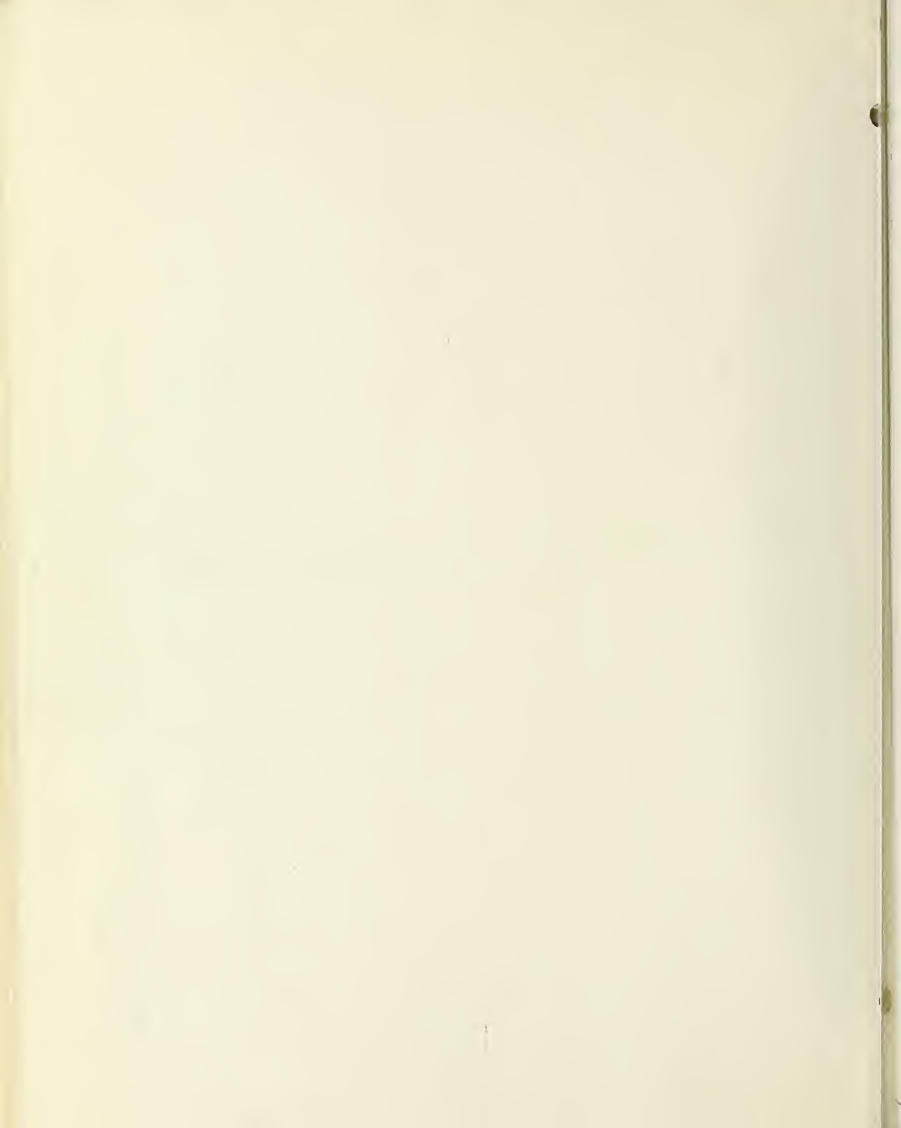
MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
EXHIBIT C-7 STEP 1 Advertise employment opportunities in local publications, including minority and ethnic newspapers; notification of agencies and organizations	Deputy Director	As vacancies occur
STEP 2 Utilize group bulletins and club publications to recruit and encourage applications from minority low income elderly	Community Developer	July, 1975
STEP 3 Make every effort in selection process to insure equal employment for all staff positions	Executive Director and Deputy Director	On going
STEP 4 Research, identify and attempt to eradicate barriers to employment of minority low income minority older persons	Deputy Director and Human Rights Commission	Oct., 1975
STEP 5 Offer opportunities for developing new skills (Upward career mobility)	All Administrative Dept. Heads & Education Coordinator	October, 1975
STEP 6 Encourage career mobility with opportunities for increased pay and advancement for employees who demonstrate improved skills		On-going
STEP 7 Continue encouragement of equal opportunity as vacancies may occur	Deputy Director and all Supervisory Personnel	On-going
STEP 8 Continue to evaluate effectiveness of affirmative action plan	Evaluation and Human Rights Commission	On-going

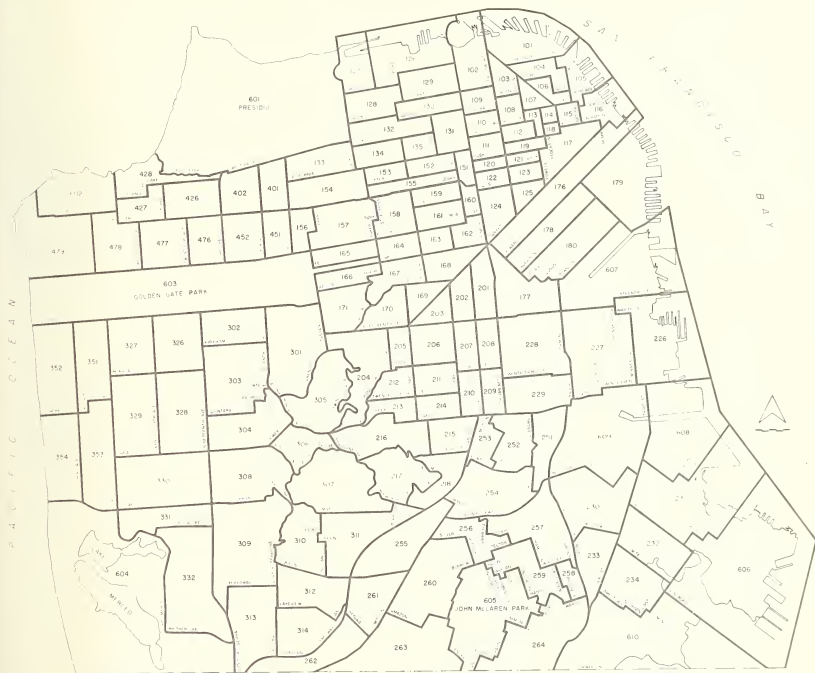




5

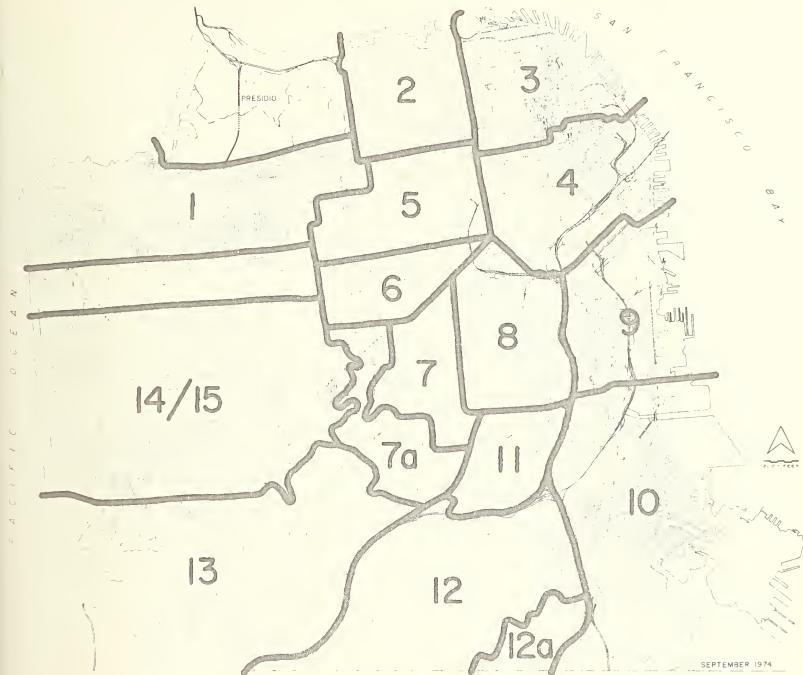
SECTION D: CHARACTERISTICS OF THE PLANNING AND SERVICE AREA





1970 CENSUS TRACTS





## COMMUNITY PLANNING PROGRAM

LOU BLAZEJ, COORDINATOR 558-4305

### AREA PLANNING DISTRICT

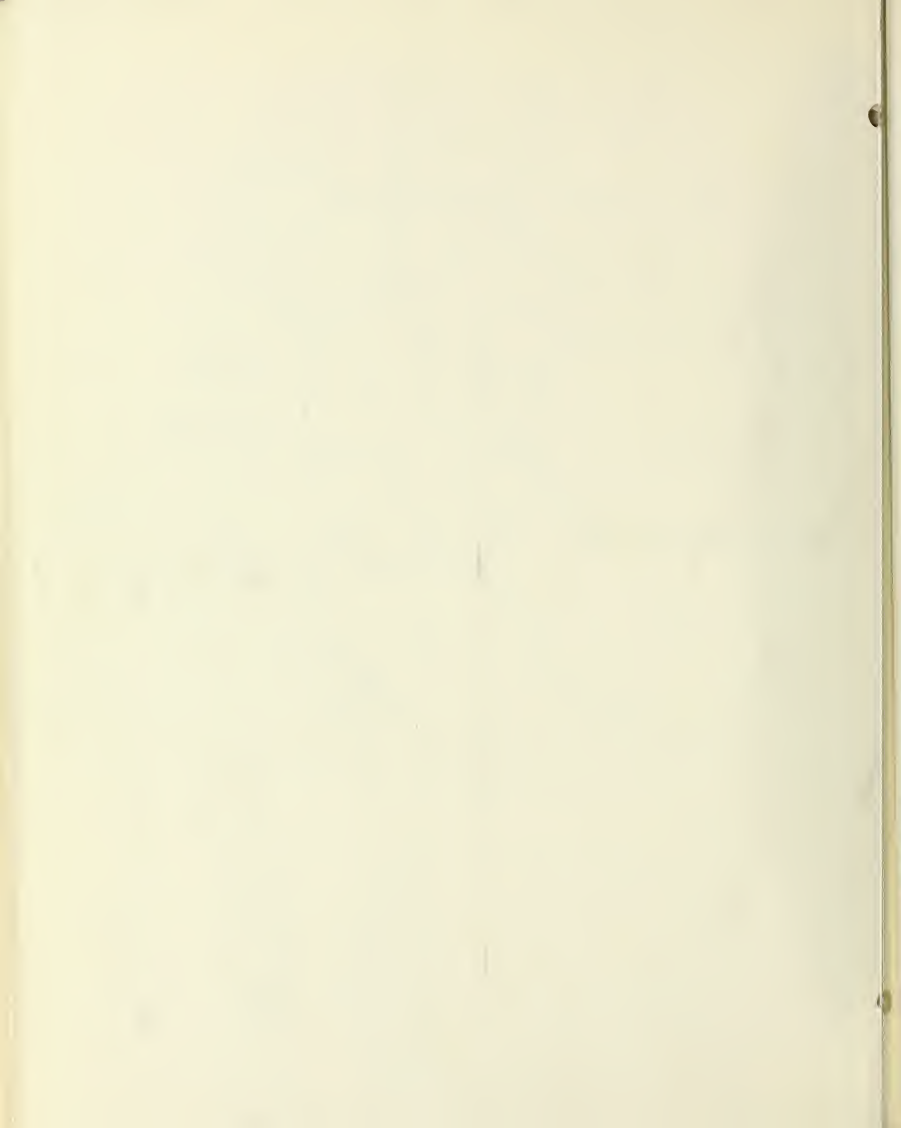
1. RICHMOND
2. MARINA
3. NORTHEAST RESIDENTIAL - CHINATOWN
4. NORTH AND SOUTH OF MARKET
5. WESTERN ADDITION
6. BUENA VISTA
7. CENTRAL
- 7a. CENTRAL HILLS
8. MISSION
9. POTRERO
10. SOUTH BAYSHORE
11. BERNAL HEIGHTS
12. OUTER MISSION
- 12a. VISITACION VALLEY
13. OCEAN VIEW - MERCED - INGLESIDE
- 14/15. SUNSET - PARKSIDE
- PRESIDIO
- NORTHERN AND CENTRAL WATERFRONT
- DOWNTOWN COMMERCIAL

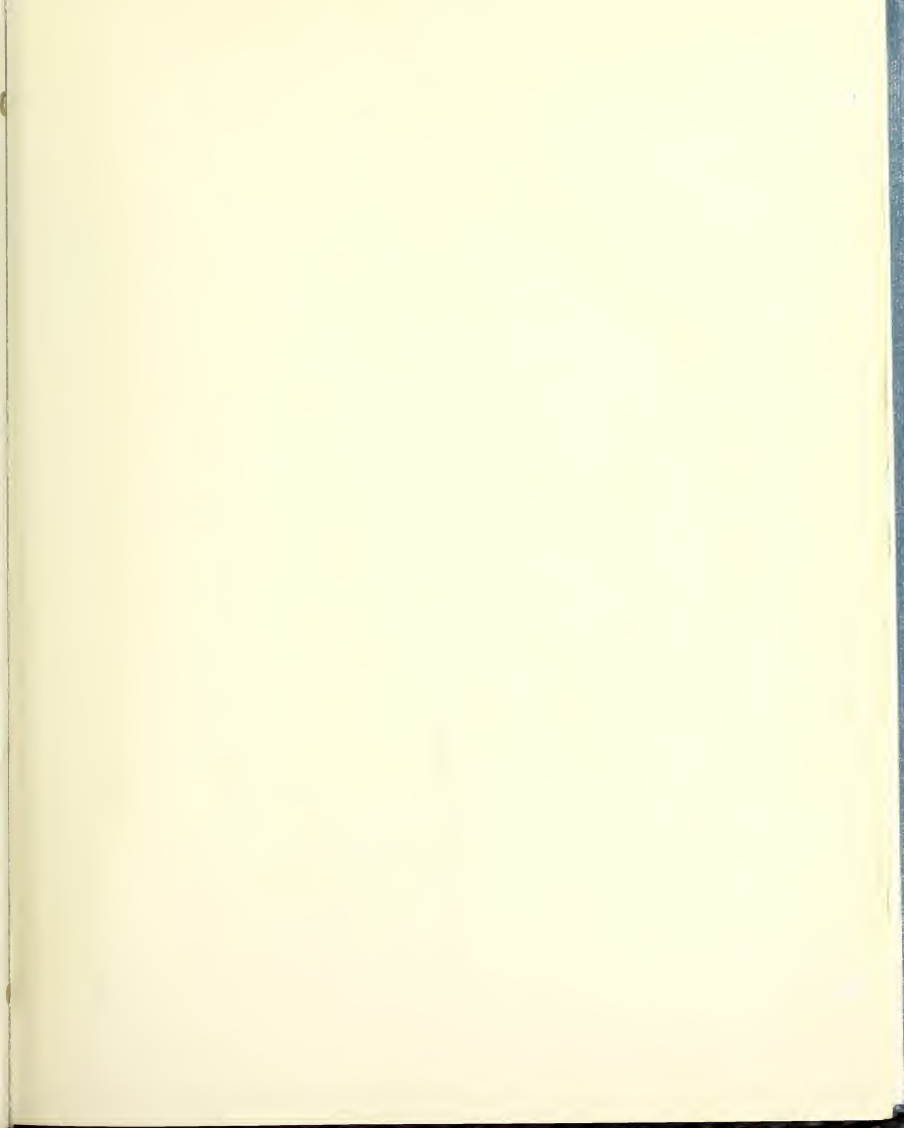
### LIAISON

- ALEC BASH  
 RUSS WATSON  
 MOIRA SO  
 CARL NESS  
 WIL HARDEE  
 NAT TAYLOR  
 PAUL ROSETTER  
 MARCY LIFTON  
 LINDA FERBERT  
 JOHN MACKIE  
 LUCIAN BLAZEJ  
 RICHARD GAMBLE  
 MARK WINOGROND  
 ROBIN JONES  
 JOE FITZPATRICK  
 WAYNE RIEKE  
 ED MURPHY  
 ED MICHAEL  
 BILL DUCHEK

### PHONE

- 558-5423  
 558-3055  
 558-4541  
 558-3055  
 558-4541  
 558-4541  
 558-3055  
 558-3055  
 558-4541  
 558-4541  
 558-4541  
 558-3055  
 558-4541  
 558-4541  
 558-4541  
 558-4541  
 558-4541  
 558-3055  
 558-3050



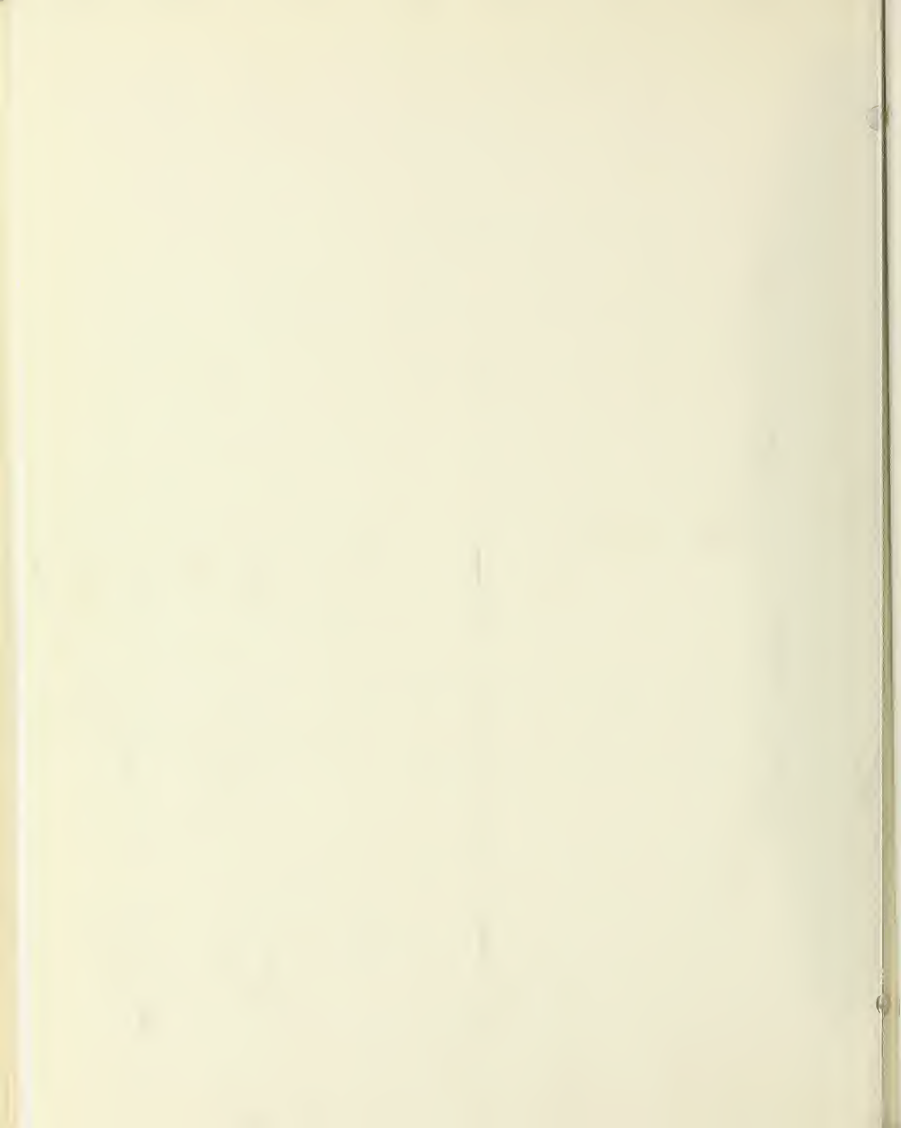






## NEEDS OF PERSONS AGED 60 OR OVER IN PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction Within Planning and Service Area	2. Total Number of Persons Aged 60 or Over in Area	Percent of Persons Aged 60 or Over in Area With Identified Need							
		Income	Health	Housing	Employment	Nutrition	Transportation		
Area #6 City of Winston-Salem City of Winston-Salem	240,550	59	62	25	10	24	42		



Methodology and Criteria Used to Determine the Percent of  
Persons Aged 60 or Over in Area with Identified Need:

Need: Income

Methodology and Criteria Used:

Derived from "A Planning Report of Target Areas, Needs, and Priorities of the  
Aging in San Francisco", Dr. Shepard Associates Inc. - Aug. 1973

Report used, U.S. census data, literature search, inventory of  
agencies and consumer samples and using a planning model of the  
California State Commission on Aging, interviews with 200 seniors  
in needs and consumer survey, public hearings held in district  
neighborhoods by ADAA to assess needs.

Need: Health

Methodology and Criteria Used: SAME AS ABOVE.



Methodology and Criteria Used to Determine the Percent of  
Persons Aged 60 or Over in Area with Identified Need:

Need: Housing

Methodology and Criteria Used:

Derived from "A Planning Report of Target Areas, Needs, and Priorities of the  
Aging in San Francisco", Dr. Shepard Associates, Inc. - Aug. 1973

Report used, U. S. census data, literature search, inventory of  
agencies and consumer samples and using a planning model of the  
California State Commission on Aging, interviews with 200 seniors  
in needs and consumer survey, public hearings held in district  
neighborhoods by AFSA to assess needs.

Need: Employment

Methodology and Criteria Used:

SAME AS ABOVE.



Methodology and Criteria Used to Determine the Percent of  
Persons Aged 60 or Over in Area with Identified Need:

Need: Nutrition

Methodology and Criteria Used:

Derived from "A Planning Report of Target Areas, Needs, and Priorities of the  
Aging in San Francisco", Dr. Shepard Associates Inc. - Aug. 1973

Report used, U. S. census data, literature search, inventory of  
agencies and consumer samples and using a planning model of the  
California State Commission on Aging, interviews with 200 seniors  
in needs and consumer survey, public hearings held in district  
neighborhoods by APAA to assess needs.

Need: Transportation

Methodology and Criteria Used:

SAME AS ABOVE,

The results obtained from Objective #10, this Plan, will update and refine needs  
of low income, target groups as well as others in the aging population of Area 6.





METHODOLOGY AND CRITERIA USED TO DETERMINE THE PERCENT  
OF PERSONS AGED 60 OR OVER IN AREA WITH IDENTIFIED NEED

Need. SOCIALIZATION

Methodology and Criteria Used:

Socialization is accepted as a given adjunct to all programs, and is, in fact the primary need of all elderly persons. This need is not limited to income, ethnic group, health or housing status.

Need.

Methodology and Criteria Used:





PLANNING AND SERVICE AREA SAN FRANCISCOPage    of   3  

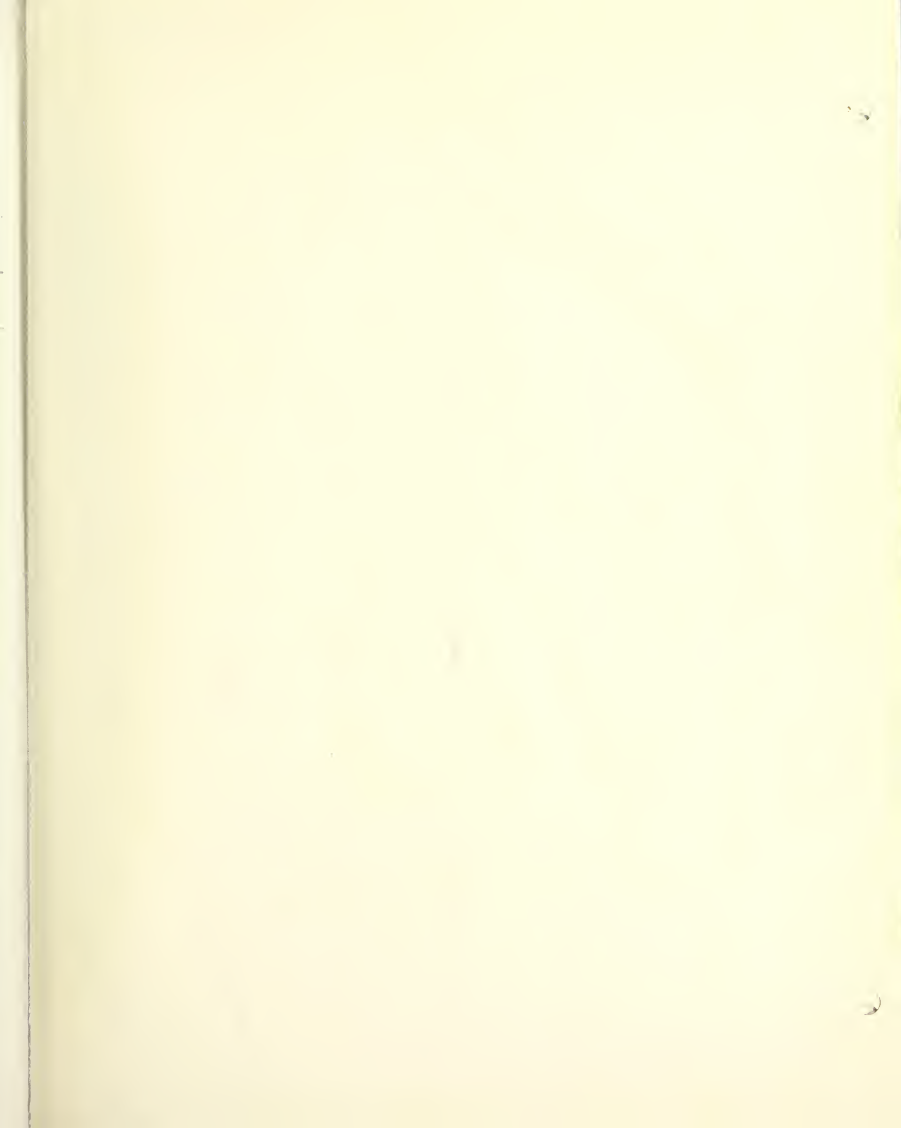
## ESTIMATE OF IMPACT ON IDENTIFIED NEED

Provide the following information.

The total number of 60 and over persons in the planning and service area.	<u>140,550</u>
The total number of 60 and over persons with low incomes* in the planning and service area (PSA).	<u>25,820</u>
The total number of 60 and over minority persons in the planning and service area.	<u>33,444</u>

In the space below set forth the percentage and number of persons 60 and over with identified need in the following categories (based on information provided in Exhibit D-3).

CATEGORY OF NEED	PERCENTAGE OF PERSONS 60+ IN PSA WITH IDENTIFIED NEED	NUMBER OF PERSONS 60+ IN PSA WITH IDENTIFIED NEED
ALZHEIMER'S DISEASE	<u>59%</u>	<u>22,925</u>
DEMENTIA	<u>62%</u>	<u>87,141</u>
ADVERTISING	<u>25%</u>	<u>35,138</u>
ADVERTISING	<u>10%</u>	<u>14,055</u>
ADVERTISING	<u>24%</u>	<u>33,732</u>
ADVERTISING	<u>43%</u>	<u>60,437</u>
ADVERTISING	<u>100%</u>	<u>140,550</u>
ADVERTISING	<u>%</u>	<u>          </u>
ADVERTISING	<u>%</u>	<u>          </u>
ADVERTISING	<u>%</u>	<u>          </u>
ADVERTISING	<u>%</u>	<u>          </u>
ADVERTISING	<u>%</u>	<u>          </u>
ADVERTISING	<u>%</u>	<u>          </u>



Page 2 of 3

In the space below:

- (a.) Identify the categories of need in which it is anticipated that activities planned in this area plan will have impact;
- (b.) Identify the area plan activity or activities planned to have impact on the identified need; and,
- (c.) Estimate the number of persons upon whose needs there will be impact, including 60+ persons with low income\* and 60+ minority persons.

CATEGORY OF NEED (a.)	AREA PLAN ACTIVITY (b.)	ESTIMATED NUMBER OF PERSONS WHOSE NEEDS WILL BE IMPACTED (c.)		
<u>INCOME</u>	Outreach and SSI I&R	60+	60+ WITH LOW INCOME*	60+ MINORITY
	Pooling of Local & Natl Resources	45,608	10,328	13,378
	Coordination of Existing Resources			
	Education			
<u>HEALTH</u>	Outreach and SSI I & R	21,785	6,455	8,689
	Pooling of Local & Natl Resources			
	Coordination of Existing Resources			
	Education			
<u>HOUSING</u>	Outreach I&R	10,541	6,455	8,361
	Pooling of Local & Natl. Resources			
	Coordination of Existing Resources			
	Education			
<u>RECREATION</u>	Outreach I&R	11,806	7,746	10,033
	Education			
	Pooling of Local & Natl Resources			
	Coordination of Existing Services			

\* SEE LOW INCOME DEFINITION IN EXHIBIT C-4 SUPPLEMENT



in the space below:

- (a.) Identify the categories of need in which it is anticipated that activities planned in this area plan will have impact;
- (b.) Identify the area plan activity or activities planned to have impact on the identified need; and,
- (c.) Estimate the number of persons upon whose needs there will be impact, including 60+ persons with low income\* and 60+ minority persons.

CATEGORY OF NEED (a.)	AREA PLAN ACTIVITY (b.)	ESTIMATED NUMBER OF PERSONS WHOSE NEEDS WILL BE IMPACTED (c.)		
		60+	60+ WITH LOW INCOME*	60+ MINORITY
<u>TRANS- PORTATION</u>	Outreach	60+		
	I&R			
	Pooling of Local Transp. Resources	18,131	7,746	8,361
	Coordination of Exist. Services			
<u>SOCIAL- SERVICE</u>	Outreach	20,000	7,746	8,361
	I&R			
	Establishment of Equip. Bank			
	Coordination of Existing Services			





# INVENTORY OF RELOCAGES IN THE PLANNING AND SERVICE AREA

1. County and City of Jurisdiction in Planning and Service Area	2. List Agencies Having Relocates to Serve Persons 60 and Over	Public	Private	3. Type of Services or Activities	4. Eligibility Requirements (if any)	5. Number of Relocates to be Served by Each Agency
City and County of San Francisco	Adult Homemakers	x		Home Assistance	Welfare Clients	N.R.
	Adult Literacy Cntr	x	x	Discrete time	Just speak English	N.R.
	Aid to Visually Handicapped		x	Info & Ref.	None	N.R.
	Alcoholism Clinic		x	Health	None	N.R.
	Alzheimers Activity Cntr	x		Health	None	N.R.
	Alzheimers Center			Education	None	N.R.
	Alzheimers Adult School	x		Home Assistance	None	120/month
	Arthritis Health		x	Home Assistance	None	N.R.
	Arthritis Society		x	Home Assistance	None	N.R.
	Arthritis Center		x	Info & Ref	None	N.R.
	Arthritis Red Cross		x	Emerg. Assist.	None	N.R.
	Arthritis Rescue Mission	x	x	Food Service	None	30/week
	Arthritis Foundation		x	Health	Must have arthritis	N.R.
	Better Business Bureau		x	Legal & Advocacy Services	None	N.R.
	Blindcraft (Lighthouse)		x	Employment	Blind	15/week
	Blue Cross		x	Health	None	N.R.

1. Adult Continuation Services

# No Record



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and Major Subdivisions in Planning and Service Area	2. Activities Relating to Planning and Service Area	Public	Private	3. Types of Services or Resources	4. Eligibility Requirements (if any)	5. Name of Person Administering or Personally Supervising
	Bravery House	x	x	Counseling-Alcoholism	None	M.R.
	Calif. Epilepsy Soc.	x	x	Health	None	
	Calif. League for Handicapped	x	x	Health	Must be blind	5/week
	Calif. Legis. Coun for Older Amer.	x	x	Legal Advocacy	Must be over 55 yrs old	255/week
	Calif. Ind. Clinic for Psychotherapy	x	x	Psychiatric Counseling	None	M.R.
	Calif. Podiatry College	x	x	Podiatry	None	M.R.
	Calif. Ret. Teachers Assoc.	x	x	Info. Mgmt.	Retired teachers	M.R.
	Calif. Rural Legal Assistance	x	x	Legal Advice of	None	M.R.
	Calif. State Dept. of Rehab.	x	x	Employment	None	M.R.
	Calif. State Employ	x	x	Employment	None	M.R.
	Calif. State Univ. Extension	x	x	Education	None	M.R.
	Central City Poverty Program	x	x	Employment	None	M.R.

(Attach Continuation of Sheet if Necessary)



INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. Community or Major Sub-Community Planning and Service Area	2. Institutions Having Resources in Planning and Service Area	Public	Private	3. Type of Service or Resource	4. Existing Requirements (If Any)	5. Needs of Public or Community (If Any)
	Center for Spec. Problems		x	Alcoholism Emory, Assist.	None	N.R.
	Chamber of Commerce		x	Info & Ref.	None	N.R.
	Children's Hosp.		x	Health	Need	N.R.
	Chinese Hospital		x	Hospital	Need	N.R.
	City Physician		x	Doctor	Need	N.R.
	Community Mental Health Units		x	Psychiatric	Need	N.R.
	Community Music Or		x	Educational	None	N.R.
	Council for Civic Unity		x	Housing	Need	N.R.
	Crescent Manor		x	Food	None	N.R.
	Day Center, S.F. General, Ward 55		x	Health	None	N.R.
	Diabetes Ass'n of S.F.		x	Health	Need	N.R.
	District Health Depts #1, 2, 3, 4, 5		x	Health	Need	N.R.
	DHS		x	Social Services	Need	3,741 p.no.



INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. Community or Group Addressed in Planning and Service Area	2. List of Existing Resources to Serve Person(s) and Group	3. Type of Service or Resource	4. Eligibility Requirements (if any)	5. Name of Person to Contact for Further Service
	United Seal Soc.	Health	Need	N.P.
	E.O.C. of S.S.F.	Info & Ref.	None	N.P.
	E.O.C. (Employ. Dev. Dept.)	Health	Need	N.P.
	Emergency Hosp. Services	Medical	Need	N.P.
	Emergency Poison Control Center	Medical	Need	N.P.
	Everyman's Free Clinic	Medical	Need	N.P.
	Eye Screening Clinic	Medical	Need	N.P.
	Family Employment Practices Bureau	Employment	Need	N.P.
	Family Relations Bureau	Social Serv.	Need	N.P.
	Family Service Agency	Social Serv.	Need	N.P.
	Family Welfare Bureau (Salvation Army)	Social Serv.	Need	N.P.

(Attach Continuation Sheet if Necessary)





INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presently Being Served
City and County of San Francisco	Fishline	x Counseling	Need	N.R.
	Food Stamp Field	x Food Sources	Low Income	N.R.
	Fort Help	x Counseling	Drug, alcohol	N.R.
	Foster Grandparent Project	x Employment	Over 60	19 wk
	Friendly Visitors	x In Homes Asst	Over 60	53 wk
	Fed. Employees	x Services (Emp)	60 or over	N.R.
	Franciscan	x Info. & Ref	All Ages	35 wk
	Friends Outside	x Counseling	Prisoners families	N.R.
	Garden Hospital	x Health	Need	25 wk
	Geriatric Services Program	x Mental	Need	250 wk
	Glide Sr Center	x Legal & Advo.	Age 55 or over	100 wk
	Golden Gate Reg.	x Mental	Retardation	N.R.
	Goodwill Indus.	x Employment	Handicapped	75 wk
	The Group	x Food Services	Need	N.R.
	Guide Dogs for the Blind	x Health	Visually Handicapped	N.R.

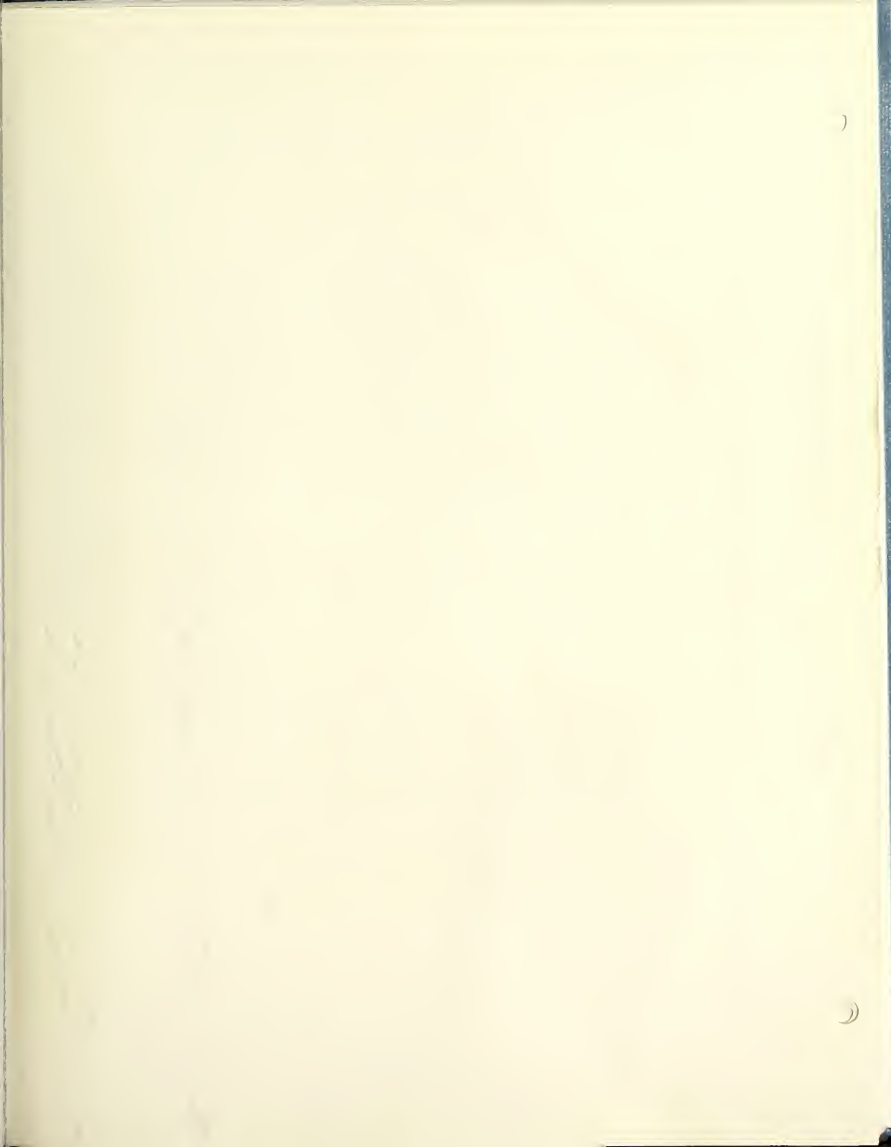
(Attach Continuation Sheets as Necessary)



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public Y/N	Private Y/N	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Served or Over Potentially Being Served
	Haight Ashbury Dental Clinic		X	Health	Need	N.R.
	Haight Ashbury #2 Drug Treatment Pro	X		Psychiatric	Need	N.R.
	Haight Ashbury Legal Project		X	Legal Adv.	Need	N.R.
	Haight Ashbury Medical Clinic	X		Health	Need	N.R.
	Haight Ashbury Switchboard		X	Info & Ref.	Need	N.R.
	Harbor Emergency Hospital	X		Health	Need	N.R.
	Harbor Light Cntr (Salvation Army)		X	Info & Ref. Counseling	Need	N.R.
	Harbors Mem. Hosp.		X	Health	Need	N.R.
	Harriet St Day Activity Cntr (Nursing & Counseling Center)		X	Nursing & Counseling Health	Alcoholic	N.R.
	Health Centers 1,2,3,4,5,	X		Health	Need	N.R.
	Health Help		X	Home Assist.	Home maker service	N.R.

(Attach Continuation of Sheet, if Necessary)



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public (✓)	Private (✓)	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons 60 and Over Presently Being Served
City and County of San Francisco	Heart Association		x	Health	Need	N.R.
	The Henry Chloff House		x	Rehabilitation	Alcoholic	N.R.
	Holy Family Day Homes		x	Nursing		
	Holy Names Sr Parishioners Club		x	Rehabilitation	Need	N.R.
	Holy Order of Mends		x	Food Service	None	300 Wks
	Homemakers, Inc.		x	Health	None	N.R.
	Homemaking Sojourners					
	Housing Authority of S.F.		x	In Home Assist.	Aged & Blind	27 wks
	Holy Innocent Epis. Church		x	Housing	Low Income	3600 yr.
	Human Resources Department		x	Food Service	Low Income, Elderly	N.R.
	Immigration & Naturalization		x	Employment	Age 55 and over	N.R.
	International Institute		x	Legal	18 & over and Need	N.R.
				Leisure Time	50 yr or over	50 yr

(Attach Certification Sheet as Necessary)



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Age 60 or Over Presently Being Served
City and County of San Francisco	Industrial Club		x	Leisure	Adults not under the Influence of drugs or alcohol	40 mo.
	Italian Welfare Club		x	Emerg. Asst.	Italian descent	400 yr
	International Inst.		x	Leisure Time	Immigrants	50 yr
	Jobs for Older Americans	x		Employment	Over 55, low income, under or unemployed	69 wk
	Jewish Family Service Agency		x	Info. & Ref.	Age 60 & up	160 mo.
	Jewish Home for Aged		x	Housing	Age 60 & up	350 wk
	Jewish Family or Citizens Wkshop		x	Employment	Referral by J. F. S.	30 wk
	KABL (call for action)		x	Info. & Ref.	Legitimate Need	35 wk
	Kimochi, Inc		x	Leisure Time	None	125 wk
	King Arthur Proj.		x	Rehabilitation	Alcoholism	N.R.
	Langley Porter neuro-psychiatric Institute		x	Rehabilitation	Psychiatric	N.R.

(Attach Continuation Sheet as Necessary)





## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Planning Area and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public (✓)	Private (✓)	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Served and/or Priority Being Served
City and County of San Francisco	La Raza		x	Info & Ref.	Spanish-speaking persons	N.R.
	Legal Assistance Foundation	x		Legal & Advo.	Low Income	N.R.
	Longshoremen's Pension Club		x	Leisure Time	62 or over or disabled	N.R.
	Lutheran Care for Aging		x	Info. & Ref.	Age 55 and over	445 yr
	Marian Visitors		x	In Home Assist.	Visit elderly in homes, care	N.R.
	Mattachine Soc.		x	Info. & Ref.	Counseling Services	N.R.
	McAuley Neuro. Institute		x	Health	None	77 wk
	Mature Temp. Emp.		x	Employment	Need & 55 to 70	N.R.
	Meals on Wheels		x	Food Services	Homebound or lack Facilities	200 wk
	Men's Soc. Serv. Center (Sal. Army)		x	Rehabilitation	Alcoholics	N.R.
	Mission Alcoholic Center		x	Rehabilitation	Alcoholics	N.R.
	Mission Emer. Hospital	x		Health	Need	N.R.

(Attach Continuation Sheets as Necessary)



INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Planning District, Planning and Service Area	2. List Agencies Having Resources to Study, Plan, and/or Provide	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presently Being Served
City and County of San Francisco	Mission HRD Cntr	x		Employment	Need	N.R.
	Mission Mntl Hlth	x		Health	Psychiatric	N.R.
	Mission Adult Cntr		x	Leisure	Education	N.R.
	Mission Neighborhood Health Cent.	x		Health	Insurance and Income Ambu. and Dental Care	N.R.
	Mission People's Health Center		x	Health	Need	N.R.
	Mission Rebels		x	Food Services	Need	N.R.
	Mt. Zion Hosp.		x	Health	Need - Psychiatric & Clinic	N.R.
	Muni. Small Claims Court		x	Legal & Advo.	Need	N.R.
	Multiple Sclerosis Society		x	Health	None	N.R.
	Muscular Dystrophy Assn		x	Health	Need	N.R.
	Nat. Asso. of Ret. Fed. Empl		x	Legal & Advo	Ret Federal Empl.	N.R.
	Natl Aid to Visually Handicapped		x	Health	Textbooks & reading mat. for people w/sight handicaps	N.R.

(When Continuation Sheet is Necessary)



INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Priority Being Served
City and County of San Francisco	Nat'l Council on Aging		X	Employment	Need	N.R.
	Nat'l Council on Alcoholism		X	Health	Alcoholism	N.R.
	Nat'l Sr Cit. Law Project	X		Leg. & Advo.	None	N.R.
	N.Calif. Kidney Foundation		X	Health	None	N.R.
	No. Calif Presby. Home		X	Housing	Low Income - Elderly	N.R.
	No. Cal. Ser. League		X	Rehabilitation	Counseling Services	N.R.
	North East Hlth Srvc			Health	Need	N.R.
	OBCCA/Arriba Juntos		X	Info/ref. Education	Bi-lingual Spanish	N.R.
	Old St Mary's Sr Club		X	Leisure	None	N.R.
	Pac. Heights Adult School	X		Education	None	N.R.
	Pac. Med. Center		X	Health	Need	N.R.
	Podiatry	X		Health	Need	N.R.

(Attach Continuation Sheets as Necessary)



INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Assisted (If Other Than Priority Being Served)
City and County of San Francisco	Planning for the Elderly Poison Con. Ctr	x	x	Info & Ref. Health	None	N.R.
	Portola Rec Ctr	x		Leisure	None	N.R.
	Potrero Hill Neighborhood Hse		x	Food Services	Need	N.R.
	Psychiatric Emer. Service	x		Health	Psychiatric	N.R.
	Presby Med. Ctr		x	Health	None	N.R.
	Providence Sr Cnt		x	Leisure	None	N.R.
	Psychiatric Day Center of S.F.		x	Counseling	Psychiatric	N.R.
	Public Guardian	x		Leg. & Advo. Sr.	None	700 yr
	Public Health Dept	x		Health	Need	N.R.
	Public Library	x		Education	None	N.R.
	Rafael House		x	Housing	Women and Children	N.R.
	Reality House W.		x	Health-Rehab.	Counseling, Drug Addicts	N.R.
	Retire.Club(De.t. Store Emp. Union)		x	Legal & Advoc.	Former Union Member	N.R.

(Add to Continuation of Survey, if Necessary)





## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction in Planning and Service Area	2. List Agencies Having Resources for Persons 60 and Over	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Priority Being Served
City and County of San Francisco	Ret. Empl-City & County, S.F.		x	Leg. & Advo.	Retired City & Co Empl.	N.R.
	Retirement Jobs		x	Employment	Age 55 and over	100 wk
	RSVP		x	Leisure Time	Retired	N.R.
	Ralph Davies Med Center		x	Health	Need	N.R.
	Salvation Army		x	Ntrn-Info& Ref	Need	N.R.
	S.F. Assn Mental Health		x	Health	None	N.R.
	S.F. Bay Area Hearing Society		x	Health	Hearing Problem	N.R.
	S.F. Hearing & Speech Center		x	Health	Need	N.R.
	S.F. Home Health Service		x	Health	Need	N.R.
	S.F. Lighthouse for the Blind		x	Health	Need	N.R.
	S.F. Neighborhood Legal	x		Legal	Need	N.R.
	S.F. TB & Hlth Assn	x		Health	Need	N.R.

(Attach Continuation Sheets as Necessary)



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 and Over Potentially Being Served
City and County of San Francisco	Self Help for the Aging		x	Leg. & Advoc	Low Income, 50 and over	N.R.
	Self Help for the Elderly		x	Info. & Ref.	Need - Food Program	N.R.
	Soc. Sec. Admin.	x		Info. & Ref.	Need	N.R.
	Soc. for Prevention of Blindness.		x	Health	Need	N.R.
	Stepping Stone		x	Rehabilitation	Alcoholism	N.R.
	Suicide Prevention		x	Rehabilitation	Drug users	N.R.
	St. Anthony		x	Food Service	Need	N.R.
	Telegraph Hill Neighborhood Assn		x	Counseling	Services to all Ages	N.R.
	Telephone Pioneers of America		x	Leisure Time	55 and over	N.R.
	Tenants Pioneers of America		x	Leisure Time	Need	N.R.
	Tenants Org. for Orderly Renewal		x	Leg. & Advo.	Aged Poor	N.R.

(Attach Continuation Sheets as Necessary)



## INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (if any)	5. Number of Persons Aged 60 or Over Presumably Being Served
City and County of San Francisco	Travelers Aid Soc. of S.F.	x	x	Info. & Ref.	All Ages	N.R.
	Tuberculosis Assn	x	x	Health	Need	N.R.
	Third Baptist Sr Center	x	x	Leisure	None	N.R.
	The Heritage	x	x	Housing	Nursing Care	N.R.
	United Japanese Community Services	x	x	Info. & Ref.	None	N.R.
	United Bay Area Crusade	x	x	Info & Ref.	None	N.R.
	U.C. Adult Educ. Center	x	x	Leisure	Over 18	N.R.
	U.C. School of Dentistry	x	x	Health	Full dental care	N.R.
	UCP School of Dentistry	x	x	Health	Dental Care	N.R.
	U.C. Medical Center	x	x	Health	Need	N.R.
	Urban Indian Health Clinic	x	x	Health	Need	N.R.
	Utility Workshop	x	x	Work program	Elderly handicapped	N.R.

(Attach Continuation Sheets as Necessary)



INVENTORY OF RESOURCES IN THE PLANNING AND SERVICE AREA

1. County and/or Major Jurisdiction within Planning and Service Area	2. List Agencies Having Resources to Serve Persons 60 and Over	Public	Private	3. Type of Services or Resources	4. Eligibility Requirements (If any)	5. Number of Persons Aged 60 or Over Presently Being Served
City and County of San Francisco	Veterans Adminis	x	(u)	Info. & Ref.	Veterans	N.R.
	Visiting Nurses Assoc.	x	x	Health & In Home Assist.	Need of Help	2160 yr
	Volunteer Bureau	x	x	Leisure Time	None	N.R.
	Volunteer Action Welfare Rights	x	x	Leg. & Advo. Services	Disabled, Needy	N.R.
	Volunteers In Service To Am.	x	x	Volunteers	Work to alleviate poverty	N.R.
	Volunteers of America	x	x	Clothing	Need	N.R.
	Western Instit. of Human Resces.	x	x	Health	Alcoholic	N.R.
	Westside Comm. Mental Hlth Cen.	x	x	Health	Need	N.R.
	Westside Crisis Center	x	x	Health	Need	N.R.
	Yerba Buena Sr Center	x		Leisure Time	Over 60	120 wk

(Attach Continuation Sheets as Necessary)





\* Summary Budget for Planning and Service Area

I Administration of Area Plan

Salaries	24,001
Equipment	3,190
Supplies	2,959
Other	<u>3,185</u>
	33,185

11% of total budget will be expended for administration  
in plan year

II AAA Program Operation

Salaries	173,188
Equipment	25,810
Supplies	23,941
Other	<u>25,369</u>
	248,308

III Funds Reserved for Contract

7-1-75 to 6-30-76

521,740
<u>218,277</u>
303,463

\* Detailed budgets are in preparation and will be  
available at public meetings

## SENIOR CITIZEN GROUPS

<u>Name</u>	<u>Mailing address</u>	<u>Person to Contact</u>
Amer Assn of Ret. Persons S.F. Chapter # 99	914 Rivera St. S.F. Ca. 94116	election time for new pres (every 2 yrs)
Aquatic Pl. Cntr, S.F. Sr. Mon., Fri., Sun. 9am - 4pm	890 Beach (ft of Polk) S. F. Ca. 94109	Exec Dir. W.R. Rothier
Assn. of Retired Persons S.F. Chapter 1032	40 El Verano Way S.F. Ca. 94127	Col. M.A. Fellhauer Pres. until 4/75 535-4451
Bayview Hunters Pt. Sr. Citizens	1400 Palou Ave. S.F., Ca. 94124	Ms. Mattie Kimp, Admin Scty 822 - 5255
Booker T. Washington Community Serv. Ctr. (Miss Toshi Koba)	800 Presidio Ave. S.F., Ca. 94115	F.L. Crawford, Exec Dir 921 - 4758
Ca. Ret. Teachers Assn S.F. Div.	591 28th Ave. S.F., Ca. 94121	Mrs. Marie Roache Chairperson of Comm. at present 221 - 8786
Calvary Presby. Sr. Ctr	Calvary Presby. Church 2515 Fillmore St. S.F., Ca. 94115	Rev. Wm. Auld, Dir. 346 - 3832
Canon Kip Community Hse	705 Natoma St. S.F., Ca. 94103	Mr. Eugene Coleman Exec. Dir. 861 - 6801
Chinese Sr. Citizens Assn	832 Kearny St. S.F., Ca. 94108	Mr. May Lew, Exec. Dir. 362-6075
Consultant in Gerontology	1618 - 27th Ave. S.F., Ca. 94122	Mr. Louis Kuplin 661 - 4446
Downtown Cr. Ctr. Branch Mon - Sat. (not Sun.) 9-4	465 O'Farrell St. S.F., Ca. 94102	Ms. Lillian T. Bell, Dir. 771-1585
Filipino-Amer. Sr. Citizen Center, Inc.	3208 Mission St. S.F., Ca. 94110	Mrs. Mercedes Ante Proj. Dir. 285 - 2076
First Baptist Church Sr. Group	First Baptist Church 21 Octavia St. S.F., Ca. 94102	Rev. John McRae, Dir. 863 - 3382
Fortnighters of First Congregational Church	432 Mason St. S.F., Ca. 94102	Mrs. Roma Penny Pres. 392 - 7461
Fraternal Order of Eagles Golden Gate Aerie # 61	c/o Mr. R. Beswick 631 46th Ave. S.F., Ca. 94121	Mr. Richard Beswick 751 - 7297
Fraternal Order of Eagles	65 Hermann S.F., Ca. 94102	Mr. Jack Torrenza State Organizer 431 - 4134



## SENIOR CITIZEN GROUPS

Page 2 of 11

<u>Name</u>	<u>Mailing Address</u>	<u>Person to Contact</u>
Glide Memorial Church Sr. Center	330 Ellis St. S.F., Ca. 94102 771 - 6300	Rev. Edward L. Peet 333 - 5014
Grand Lodge Free and Accepted Masons of Calif.	1111 Calif. St. S.F., Ca. 94108	Edward H. Siems Grand Secty 776 - 7000
Grayhound Retirees Club 26 7th St., S. F., Ca.	Francis T. O'Donnel 536 Leavenworth St. S.F., Ca. 94109	F. T. O'Donnel 474 - 1018
Hearing-Impaired Sr. Ctr. of S.F.	Salvation Army Citadel 95 McCoppin St. S.F., Ca. 94103	Brig. W.L. Longdon 431 - 4348
The Heritage	3400 Laguna St. S.F., Ca. 94123	James M. Mann, Admin. 567 - 6900
Jewish Home for the Aged	302 Silver Ave. S. F., Ca. 94112	Sidney Friedman, Exec.Dir. J.A.Levine-Assoc. Dir. 334 - 2500
Jones Memorial Homes, Inc.	1640 Steiner St. S.F., Ca. 94115	Robert Hunt, Mgr. 346 - 4850
Kimochi, Inc. 563 - 5626	1581 Webster St. Rm. 10 S.F., Ca. 94115	Ms. Noriko Oura Co-program Dir.
Korean Sr. Center	Korean Methodist Church 1123 Powell St. S.F., Ca. 94108	Rev. Song 781 - 2908
Latin Amer. Nat'l Sr. Citizens Assn.	1651 Dolores St. S.F., Ca. 94110	Mrs. Rosaura Orbeck 648 -6604
Lutheran Care for the Aging	1101 O'Farrell St. S.F., Ca. 94109	A. C. Bangert, Exec. Dir. 923 - 7770
ILWU Pensioners, S.F. Bay Area 776 - 8100	Longshoreman's Hall 400 N. Point St. S.F., Ca. 94133	Wm. Rutter, Pres. 474 - 0300
Madonna Residence	Now at 270 McAllister (w/be moving soon)	Miss E. Leary, Mgr. 621 - 2882
Manilatown Info. Center	832 Kearny St. S.F., Ca. 94108	Mr. Joaquin Legaspi 362 - 6075
Martin Luther Tower	1001 Franklin St. S.F., Ca. 94109	Frank Dowdell, Mgr. 928 - 7770
Mission Neighborhood Ctrs. Inc.	362 Capp St. S.F., Ca. 94110	Esteban Contreras, Ex.Dir. 826 -2727 or 826 -0440



Montefiore Brohood Way Ctr	655 Brotherhood Way S.F., Ca. 94132	Mrs. Stella Goldman 334 - 7474
Montefiore Presidio Ctr.	3200 Calif. St. S.F., Ca. 94118	Mrs. Erma Sparer, Dir 921 - 3275
Mission Sr. Citizens Ctr, Inc	2225 Mission St. S.F., Ca. 94110	Mrs. Julia Mercado 648 - 1063
Nat'l Assn of Ret Fed Employees	c/o Mrs. Peiper (home) 1624 31 Ave. S.F. 94122	Mr. F. Fischell, Pres. Chap 65 566 - 0932
Nat'l Assn. of Ret. & Veteran RR - Employees	% Ms Lora Nagle 227 Alpha St. S.F. Ca. 94134	Mrs. Lora Nagle, Actg. Sec. 467 - 6647
Native Daughters of the Golden West	2850 Vicente St. S.F. Ca. 94116	Ms. H.C. McCarthy, Grand Marshall 362 - 4127
Native Daughters of the Golden West Home	555 Baker St. S.F. Ca. 94117	Mrs. M. Landacre, Mgr 921 - 9829
Sons of the Golden West 414 Mason	St., S.F., Ca. 94102	L. Pellandini, Sec 392 - 1223
No. of Market Sr. Organization	121 Leavenworth St. Rm. 200 S.F. 94102	885 - 2274 Mrs. J. Mellor, Pres.
Order of Sons of Italy in America	5051 Mission St. S.F. Ca. 94112	Mr. R.G. de Rocili Grand Recording Secty. 586 - 1316
Pacific Service Employees Assn. Pac. Gas & Elec. Co.	245 Market St. S.F. Ca. 94106	Mr. E.R. Pederson Exec. Secty. 731-4211 Ext. 1082
Protestant Episcopal Old Ladies Home	2770 Lombard St. S.F. Ca. 94123	V. Stacy, Exec. Dir. 346 - 6300
Retired Emp. of the City and County of S.F. (6000)	1482 - 23rd Ave. S.F. Ca. 94122	Mr. D. Kavanaugh, Pres. 395 - 1970 or 664- 5227
Retirees Club, Dept. Store Emp. Union 1100	1345 Mission St. S..F. Ca. 94103	Mrs. Marion Sills, Pres. 863 - 3590 or 363-3823
Russian Amer. Nurses Assn. of S.F.	651 - 37th Ave. S.F. Ca. 94121	Mrs. Lydia Zentzoff 752 - 5746
St. Francis Assisi	610 Vallejo St. S.F. Ca. 94133	Fr. Salvado Jolson 421 - 4095
S.F. Senior Center S.F., Ca. 94109	890 Beach St. Maritime Museum Bldg.	Mr. W. Pothier, Exec Dir 775 - 1866
Self Help for the Aging	55 5th St. S.F. Ca., 94103	391 - 1500
Self Help for the Elderly Chinatown	3 Old Chinatown Lane S.F., Ca. 94108	Mr. Sam Yuen, Dir. 982-9171
Sequoias	1400 Geary Blvd. S.F., Ca. 94109 -64-	Mr. G. Wm. Bevan Admin. 922 9700





Teamsters Union Local 35 Retirees Club	973 Valencia St. S. F., Ca. 94110	Mr. Wm. H. Neihan, Pres 648 -9666
Telegraph Hill Neighborhood Assn. Meets daily - lunch service	660 Lombard St. S. F., Ca. 94133	Peter Gibb, Dir. 421 -6443
Telephone Pioneers of America	c/o Mrs. B. Rock 445 Bush St. # 102 S.F., Ca. 94108	Mrs. Beverly Rock Sec. Treas. 542 - 7053
Travelers Aid Society of S.F.	38 Mason St. S.F., Ca. 94102	Ms. Cathleen Greene 781 - 6738
Union Oil Alumnae Union Oil Co. of Calif.	c/o Mr. R.J.Calloway	Mr. R.J.Calloway, Mgr. Ind. Relatns 362 - 7600 or 956 -7600 Mktng Dept
University Mound Ladies Home	350 University St. S.F., Ca. 94134	Mrs. Katherine Goodrick Admin. 239 - 7621
Visitacion Valley Sr. Ctr 1st & 3rd Wed. every month	66 Raymond Ave. S. F., Ca. 94134	Dr. Cameron Thompson Exec. Dir 467 - 6400
Western Addition Senior Service Center	1234 McAllister S.F., Ca. 94115	Mrs. Vivian W. Williams Prog. Coord. - 921-7030 Mrs. M. Bromfield, Exec. Director

# COUNCIL OF CHURCHES

<u>Names</u>	<u>Mailing Address</u>	<u>Persons to contact</u>
Bayview Sr. Center (Double Rock Baptist Church)	- 1595 Shafter Ave. S.F. Ca. 94124	- Fay Farrar 822 - 4566 - Tu. 9:00-1:00)
Donaldina Cameron House Wed. Gerri Murphy 392 - 1500	- 920 Sacramento St. S.F. Ca. 94108	- Ms May Wong 392 - 4768
First Southern Baptist Church Tu. 1:30-3:30	- 208 Dolores St. S.F. Ca. 94103	- Doris Krauss 861 - 1434
Fortnighters of 1st Cong. Church, Every other Sat. 12:00-3:00))	- 432 Mason St. S.F. Ca. 94102	- Mrs. Roma Penny 392 - 7461
Grace Sr. Center Thurs. 10:00 - 2:30	- 580 Capp St. S.F. Ca. 94110	- Fay Farrar 282 - 0287
Grace Uni. Meth.Sr. Center Thurs. 11:30 - 3:00))	- 2540 Taraval S.F. Ca. 94116	- 731 - 3050
Hamilton United Methodist Church - Wednesdays	- 1525 Waller St. S.F. Ca. 94117	- Dody Payne 566 - 2416



COUNCIL OF CHURCHES (Cont.)

Ingleside Presby. Church Fridays	- 1345 Ocean Ave. S.F. Ca. 94112	- Rev. David Cross 587 - 4472
Lansca Center #1 - Wed. 3550 Army St. #2 - Mon. - Tues. Wed. - Fri. Both centers - S.F. Ca. 94110	- 317 - 12th Ave. S.F. Ca. 94118	- Mr. Carlos Fonseca 752 - 4093 Mrs. Cashian 391-1590 or 648-4260
Lincoln Park Sr. Center Wednesdays	- 417 - 31st Ave. S.F. Ca. 94121	- David Cross 751 - 1140
Lutheran Church of Our Saviour	- 1011 Gaffield St. S.F. Ca. 94132	- Lizzie Nelson 586 - 7890
Mission United Presby Sr. Ctr. Thursdays	- 3261 - 23rd St. S.F. Ca. 94110	- Doris Krauss 647 - 5156
Presby Church in Chinatown Wednesdays	- 923 Stockton St. S.F. Ca. 94108	- Geraldine Murphy 392 - 1500
Ridgeview Methodist Church Tues. 1:30 - 3:30	- 590 Leland Ave. S.F. Ca. 94134	- Lizzie Nelson 239 - 5457
St. Francis Lutheran Church Thurs. 10:00 - 3:00	- 152 Church St. S.F. Ca. 94109	- David Cross 861 - 5186
St. Marks Lutheran Sr. Ctr. Fridays	- 1111 O'Farrell St. S.F. Ca. 94109	- Lizzie Nelson 928 - 7770
Seventh Ave. Presby. Church Thursdays	- 1329 - 7th Ave. S.F. Ca. 94122	- Geraldine Murphy 664 - 2543
Soo Yuen Benevolent Assn. Saturdays	- 806 Clay St. S.F. Ca. 94106	- Paul Hom 421 - 06p2
Third Baptist Church Wed. 1:00 - 2:30	- 1399 McAllister St. S.F. Ca. 94115	- Fay Farrar 346 - 4426
Temple Baptist Church Mondays	- 3355 - 19th Ave. S.F. Ca. 94132	- David Cross 566 - 4080
Trinity United Methodist Church - Fridays	- 2299 Market St. S.F. Ca. 94114	- Dody Payne 626 - 0931



RECREATION AND PARK DEPARTMENT  
SENIOR GROUPS IN SAN FRANCISCO  
S. F. CALIF., 94117  
Phone: 558-4952

<u>NAME OF ORGANIZATION</u>	<u>MAILING ADDRESS</u>	<u>PERSON TO CONTACT</u>
Argonne Club Tuesdays-10:00-3:00	18th Ave. at Gerry, Bus #38	Miss Eileen Thomas 558-4952
Alice Chalmers Club Thursdays-10:00-3:00	Brunswick & Whittier, Bus #14	" "
Bernal Heights Club Thursdays-10:00-3:00	Houltrie & Jarboe, Bus #10	" "
Chinese Club 3rd Tuesday-11:00-3:00	Washington & Mason Jackson Cable Car	" "
Cayuga Club Tuesdays-10:00-3:00	Cayuga and Neglee Sts Bus #26	" "
Eureka Valley Club Wednesdays-10:00-3:00	Collingwood at 18th Bus #8, 24, 33	" "
Excelsior Club Thursdays-10:00-3:00	Russell and Madrid Sts Bus #14, 12	" "
Golden Gate Park Senior Center	37th & Fulton-Bus #5	" "
Glen Park Club Tuesdays-11:00-3:00	Dowd & O'Shaughnessy Blvd, Bus #36	" "
Hamilton Club (Japanese) Wednesdays-10:00-2:30	Gerry & Steiner Sts Bus #38	" "
Hunters Point Club Wednesdays-10:00-2:30	195 Miska Road, Bus #42	" "
Louis Bitter Club Wednesdays-11:00-2:30	Portola Baptist Church 225 Pioche St., #51	" "
Ocean View Club Thursdays-11:00-3:00	Capitol & Montano St. " " Street Car	" "
Portola Club Thursdays-1:00-3:00	Felton & Holyoke Sts Bus #51 & 25	" "
Potrero Hill Club Thursdays-1:00-2:30	22nd & Arden Sts., Bus #53	" "
St. Mary's Club Tuesdays-11:00-3:00	Justin & Murray Sts. Bus #14 & 12	" "



<u>NAME OF ORGANIZATION</u>	<u>MAILING ADDRESS</u>	<u>PERSON TO CONTACT</u>
Silver Terrace Club Wednesday-11:00-2:30	Thornton & Bayshore Bl Bus #25 & 51	Mrs. Elean Thomas 558-4952
Sunnyside Club Tuesdays-11:00-3:00	Forrester & Mangel Sts	" "
Sunset Club Wednesday-10:00-2:30	28th Ave. and Lawton Bus #71 "N" Car	" "
Upper Noe Club Wednesday-11:00-3:00	Dry & Sanchez Sts "J" Car, Bus #10	" "
West Sunset Club Tuesday-11:00-3:00	39th & Ortega Bus #71 & 72	" "
West Portal Club Thursday-12:00-3:00	Ulloa & Lenox Way	" "
Yerba Buena Sr Center Daily 10:00-5:00	1111 Buchanan St Bus #5 and #31	" "

**CATHOLIC COMMITTEE FOR THE AGING  
SENIOR GROUPS IN SAN FRANCISCO**

<u>NAME OF ORGANIZATION</u>	<u>MAILING ADDRESS</u>	<u>PERSON TO CONTACT</u>
Alemany Sr Center St. Anthony's Parish Hall, Precita & Shot- well Streets Mondays 10:00-3:00	Catholic Committee for the Aging of S.F. 50 Oak St, Rm 202, S. F. Calif., 94102	Miss Eleanor Guil- ford, 864-6044, Mrs. Gill, Sec'y
Corpus Christi Sr Citizens Club, Corpus Christi Church Audi. Santa Rosa & Alemany Blvd. Mon. 11:00-2:30	"	"
Epiphany Sr Citizens Club, Church of the Epiphany, C.Y.O. Rm Corner Amazon & Naples Fridays-11:45-2:45	"	"
Holy Name Sr. Parishioners Club, Holy Name of Jesus Church, 3240 Lawton St bet. 38th & 39th, Library Room Enter by schoolyard, Thursday 10:00-2:00	"	"





CATHOLIC COMMITTEE FOR THE AGING

<u>NAME OF ORGANIZATION</u>	<u>MAILING ADDRESS</u>	<u>PERSON TO CONTACT</u>
Los Mayores 1292 Potrero Avenue, 3rd of each month, 1:00- : 0		Mr. Fabio de la Torres Director Mr. F. Rodriguez President
North Beach Sr. Citizens Club, St Peter & Paul Church, 666 Filbert St. Girl's gym, Wed. 1:00-3:00	c/o Catholic Committee for the Aging of S.F. 50 Oak St. Rm 202 S.F. 94102	Ms. Eleanor Guilford 664-4044 Ms. Gill, Sect.
Old St. Mary's Sr Parish- ioners Club, 660 Calif. St. St Mary's Center, Grant Ave. Entrance, Fridays, 12:30-2:30	"	"
Providence Sr Center 214 Haight Street Tuesdays & Fridays 10:00-3:00	"	"
St. Anne's Adult Club St. Anne's School Cafeteria 1330 - 14th Avenue Tuesdays-1:00-3:00	"	"
St. Cecilia's Sr Center 2555-17th Ave., Green Room Wednesdays-10:00-1:30	"	"
St. Anne's Senior Center 300 Lake Street Mondays-2:30-3:30	"	"
St. Elizabeth's Young et Hearts, 100 Masonic Ave. Mondays-11:00-2:00	"	"
St. Finn Barr Sr. Citizens Club, 415 Edna Street Wednesdays-1:00-3:00	"	"
St. Francis Sr Citizen's Club, 610 Vallejo St. First Fri. of each month 11:00-2:00	"	"



CATHOLIC COMMITTEE FOR THE AGING

<u>NAME OF ORGANIZATION</u>	<u>MAILING ADDRESS</u>	<u>PERSON TO CONTACT</u>
St. John's Sr Citizen's Club 19 St. Mary's Avenue Mondays 11:00-2:00	c/o Catholic Committee for the Aging of S.F., 50 Oak St., Rm 202, S.F. Ca 94102	Miss Eleanor Guilford, 864-4044, Ms. Gill, Secretary
St. Joseph's Sr Center 300 Lake Street, East Gate Thursdays, 10:00-3:00	"	"
St. Mary's Cathedral Sr Citizen's Club, St. Mary's Cathedral, Lower Hall - entrance on Gough St., Mondays 1:00 - 3 p.m.	"	"
St. Paul's Golden Agers' Club 221 Valley Street, Rectory Hall Tuesdays 1:00 - 3:00	"	"
St. Peter's Senior Center 1200 Florida Street Fridays, 10:00-2:00	"	"
St. Philip Center (725 Diamond St., Senior Citizens' Club) 725 Diamond Street, Thursdays 11:00-1:00	"	"
St. Vincent de Paul Sr. Center 1175 Howard St. Bet 7th & 8th (1175 Howard St.) Men only 1:00-4:00	or	either head office or (864-3057)
Ulloa St Sr Center St. Gabriel's Church Auditor. 41st Avenue at Ulloa Wednesdays 1:00 - 3:00	"	"



S. F. HOUSING AUTHORITY  
SENIOR CITIZENS GROUP

<u>NAME</u>	<u>MAILING ADDRESS</u>	<u>PERSON TO CONTACT</u>
345 Arguello Residents S. F. Ca. 94118	c/o S. F. Housing	Miss Effie Robinson 673-5800, Ext. 269
1760 Bush Residents 1760 Bush Street S.F., Ca 94109	"	"
2698 California Residents 2698 California St S.F., Ca 94115	"	"
320-330 Clementina Res. Assn 320 Clementina, Apt 604 330 Clementina Apt 6713 S.F., Ca 94103	"	"
350 Ellis Residents Assn 350 Ellis St., Apt 12-H	"	"
666 Ellis Residents Assn 666 Ellis St., Apt. 1108 S.F., Ca 94109	"	"
Friends of 227 Bay 227 Bay St., Apt. 318 S.F., Ca 94133	"	"
345 Hermann Residents Assn 345 Hermann St., Apt. 308 S. F. Ca 94117	"	"
John F. Kennedy Tower Residents Assn. 2451 Sacramento St., Apt. 506 S.F., Ca 94115	"	"
1750 McAllister Residents 1750 Ellis St S.F., Ca 94115	"	"
Mission Dolores Residents Assn 1885 - 15th St., Apt 509 S. F. Ca 94103	"	"
363 Noe Residents 363 Noe St. S.F. Ca 94114		



Page - 11 of 11

990 Pacific Residents Assn	c/o S.F. Housing	Miss Effie Robinson
990 Pacific Ave., Apt 407		673-5800, ext. 269
S.F., Ca 94133		
1880 Pine Residents		
1880 Pine St	"	"
S.F., Ca 94109		
25 Sanchez Street		
S.F., Ca 94114	"	"
3850-18th St Residents		
3850-18th St	"	"
S.F., Ca 94114		
491-31st Residents		
(31st Ave at Geary)	"	"
S.F., Ca 94121		
Woodside Gardens Residents Assn		
2 55 Woodside Ave., Apt 512	"	"
S.F., Ca 94127		





CHURCH SPONSORED APARTMENTSTHESE APARTMENTS HAVE BEEN ESPECIALLY DESIGNED FOR OLDER PERSONS AND HANDICAPPED

Alexis Apartments St. Patrick Church	390 Clementina Street	495-3690
El Bethel Arms Bethel Baptist Church	1234 McAllister Street	567-5495 567-3950
Bethany Center Grace Methodist Church	580 Capp Street	282-0287
Jones Memorial Homes Jones Memorial Methodist Church	1640 Steiner St.	546-4850
Martin Luther Tower St. Marks Lutheran Church	1001 Franklin St.	928-7770
Silver Crest Apartments Salvation Army	133 Shipley St.	543-5381
Sunset Apartments Presbyterian Church	353 7th Avenue	661-8411
Vincentian Villa St. Vincent de Paul Society	1825 Mission Street	621-5305
Western Park Apartments North California Presbyterian Home, Inc.	1280 Laguna	922-5436



HOTELS FOR SENIOR CITIZENS

Alexander Residence	230 Eddy St. San Francisco 94102	441-0260
Antonia Manor	180 Turk St San Francisco 94102	771-2446
Broadmoor, The	1499 Sutter St. San Francisco 94109	771-9117
Continental Hotel	127 Ellis St San Francisco 94102	986-9772
Crescent Manor	467 Turk St. San Francisco 94102	441-4919
Franklin Tower House	2145 Franklin San Francisco 94109	441-7998
Granada, The	1000 Sutter St San Francisco 94109	673-2511
Lankershim Hotel	55-5th Street San Francisco 94103	<del>441</del> -8618
Madonna, The (Women only)	27 McAllister St San Francisco 94102	621-2882
Maria Manor (formerly Ramona)	147 Ellis St San Francisco 94102	397-7220
Marlton Manor Apt.	240 Jones St. S.F. 94102	673-8258
Otis Hotel	1156 Sutter St. San Francisco 94109	474-9948
Robert Frost (Retirement Center)	1901 Jackson St. San Francisco 94109	928-3737
Victorian, The	54 - 4th St. San Francisco 94103	986-4400



SAN FRANCISCO HOUSING AUTHORITY

Page - 3 of 10

THIS LIST IS FOR INFORMATION PURPOSES ONLY. PLEASE DO NOT  
DISTURB TENANTS. ALL APPLICANTS MUST APPLY IN PERSON AT THE  
SAN FRANCISCO HOUSING AUTHORITY - 440 TURK ST. 673 - 5800

345 Arguello	*1360 Grove
* 561 Baker	346 Hermann
227 Bay	* 237 Leavenworth
* 391 Bridgeview	* 124 Mason
1760 Bush	1750 McAllister
2698 California	*2360 Mission
320/330 Clementina	*3009 Mission
* 347 Eddy	363 Noe
* 575 Eddy	* 230 Oak
350 Ellis	*1017 Ocean Ave.
666 Ellis	* 331 O'Farrell St.
* 225 Fell	* 641 O'Farrell St.
* 460 Fell	990 Pacific
* 675 Fell	*1015 Pierce
* 312 Fillmore	*1280 Pine
* 355 Fulton	1880 Pine
* 760 Geary	* 25 Sanchez
* 776 Geary	* 427 Stockton St.
3850 - 18th St.	* 731 Waller St.
497 - 31st Ave.	

John F. Kennedy - Sacramento near Webster

Mission Dolores - 15th St. near Guerrero

Woodside Gardens - Woodside Ave. opposite Hernandez

.....  
\* Housing Authority also administers the leasing program. This  
program permits the Housing Authority to rent, under certain con-  
ditions, private apartments and to sub-lease them at a reduced rate.



SAN FRANCISCORETIREMENT AND NURSING HOMESProvides 24 hrs. nursing care.

Balboa Nursing Home	- 924 Balboa	- 751 - 9977
Fourth Avenue Nursing Home	- 1326 - 4 <sup>th</sup> Ave.	- 661 - 1339
Hebrew Home for Aged and Disabled	- 302 Silver Ave.	- 334 - 2500
The Heritage	- 3400 Laguna St.	- 567 - 6900
Maison de Retraite	- 450 - 4th Ave.	- 387 - 1400
Native Daughters of the Golden West Home	- 555 Baker St.	- 921 - 9819
The Protestant Episcopal Old Ladies Home	- 2770 Lombard St.	- 346 - 6300
Russian American Nurses Assn.	- 651 - 37th Ave.	- 752 - 2973
St. Anne's Home	- 300 Lake St.	- 387 - 0220
The Sequoias of S.F.	- 1400 Geary Blvd.	- 922 - 9700
University Mound Old Ladies Home	- 350 University Ave.	239 - 9935 - Res. 239 - 2621 - Off.

LICENSED RESIDENTIAL HOMES

Licensed by the Department of Social Services for ambulatory older persons. They are privately operated, providing room, board and care, but do not provide nursing care. Information regarding names and addresses is available at the Department of Social Services, 1680 Mission Street, 558 - 2056.





SAN FRANCISCO CONVALESCENT HOMES

Beverly Manor Conval. Hospital	- 1477 Grove St.	- 563 - 0565
Bowman Harrison Conval. Hospital	- 1020 Haight St.	- 552 - 3198
Broderick Conval. Hospital	- 1421 Broderick St.	- 922 - 3244
Calif. Conval. Hospital	- 2704 Calif. St.	- 931 - 7846
Central Gardens	- 1355 Ellis St.	- 567 - 2967
Coastline Mission Conval. Hospital	- 5767 Mission St.	- 584 - 3294
Franciscan Conval. Hospital	- 2043 - 19th Ave.	- 661 - 8787
Hampshire Conval. Hospital	- 1420 Hampshire St.	- 285 - 7660
Hayes Conval. Hospital	- 1250 Hayes St.	- 931 - 8806
Hillhaven Lawton Conval. Hospital	- 1574 - 7th Ave.	- 566 - 1200
Laurel Heights Conv. Hospital	- 2740 Calif. St.	- 567 - 3133
McAllister Conval. Hospital	- 1444 McAllister St.	- 563 - 3033
Medical Center Conv. Hospital	- 2655 Bush St.	- 992 - 4141
Mission Terrace Conv. Hospital	- 225 - 30th St.	- 282 - 2800
Pine Towers Conv. Hospital	- 2707 Pine St.	- 563 - 7600
Potrero Hill Conv. Hospital	- 351 Pennsylvania Ave.	647 - 3587
San Francisco Conv. Center	- 1359 Pine St.	- 673 - 8405
Sheffield Conv. Hospital	- 1133 So. Van Ness	- 647 - 3117
Victorian Conv. Hospital	- 2121 Pine St.	- 922 - 5085
Post St. Conv., Hospital	- 2130 Post St.	- 563 - 7300



HOUSING FOR FAMILIES AND ELDERLY

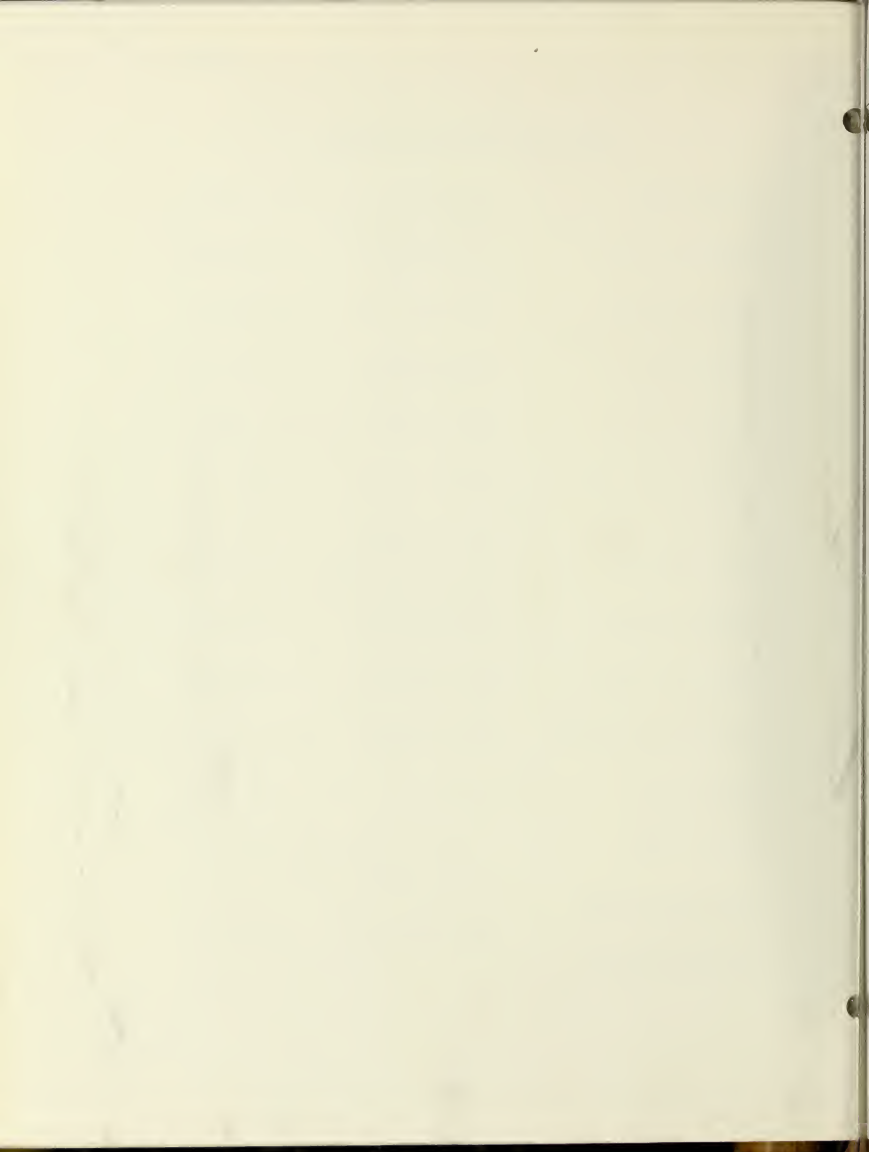
Bann <sup>o</sup> ker Homes	- 725 Fulton St. S.F. Ca. 94102	- 861 - 0219
Diamond View Apt.	- 196 Addison St. S.F. Ca. 94131	- 334 - 2698
Frederick Douglas Haynes Gardens	- 1049 Golden Gate S.F. Ca. 94115	- 563 - 3581
Freedom West I West II	- 510-D Fulton St. S.F. Ca. 94102	- 563 - 1913
Friendship Village	- 1047-A McAllister St. S.F. Ca. 94115	- 921 - 2002
Jackie Robinson Gardens	- 1310 Hudson Ave. S.F. Ca. 94124	- 021 - 7280
Loren Miller Homes	- 937 McAllister St. S.F. Ca. 94115	- 922 - 8911
Prince Hall Apts	- 1170 McAllister St. S.F. Ca. 94115	- 563 - 3802
Ridgeview Terrace	- 140 Cashmere St. S.F. Ca. 94124	- 821 - 7440
Thomas Paine Square	- 1161 Turk St. S.F. Ca. 94115	- 929 - 1161
Unity Peace and Freedom	- 220 Cashmere St. S.F. Ca. 94124	- 821 - 7010
Univista Apts.	- 1330 Turk St. S.F. Ca. 94115	- 563 - 5932
Vista del Monte	- 49 Goldmine Drive S.F. Ca. 94131	- 282 - 1634

OTHER SENIOR HOUSING:

Royal Adah Arms	- 1240 Fillmore St.	- 567 - 2981
-----------------	---------------------	--------------

FOR INFORMATION ON:

Notre Dame Housing, call		- 777 - 5000
--------------------------	--	--------------



March 15, 1975

LICENSED RESIDENTIAL CARE HOMES FOR THE AGED  
CITY AND COUNTY OF SAN FRANCISCO  
DEPARTMENT OF SOCIAL SERVICES  
P.O. BOX 7988  
San Francisco, California 94120  
558-2056

ADDRESS	NAME	ADDRESS	NAME
243 Alabama St.	DUARTE, Marie	1325 Lake St.	ELLIS, Edna
4645 Anza St.	KUTZ, Hannelore	1278 La Playa	HILLS, Sadie
4820 Anza St.	THOMAS, Hattie	1739 LaSalle Ave.	ANDREWS, Janie
300 Arlington St.	COLORADO, Teresa	2425 Lincoln Way	EGAN, Joan
719 Ashbury St.	IVORY, Dorothy	4045 Lincoln Way	ORBETA, Erlinda
		142 Lower Terrace	DRESSER, Eileen
1001 Balboa St.	JOHNS, Mary		
90 Bayview St.	SIMS, Gustine	4235 Moraga St.	MCDANIEL, Joy
146 Blake St.	HEIER, Renate		
217 Brighton Ave.	EVANS, Mable	1786 Newcomb Ave.	DOU, Mary
194 Broad St.	MARTIN, Esther		
2817 Bush St.	MARTIN, Esther	1686 Oakdale Ave.	THOMAS, Jurell
		1762 Oakdale Ave.	GORHAM, Mary
		859 Ocean Ave.	WILLIAMS, Carrie
3326 Cabrillo St.	TSE, Winson & Margaret		
3332 Cabrillo St.	TSE, Winson " " "	1044 Page St.	JACKSON, Alma
6427 California	CEDEMO, Rebecca		
143 Central	BUTLER, Helen	157 Parker Ave.	PATTON, Mozella
2621 Clement St.	PERALTA Felicidad	263 Parnassus	TRAVIS, Clarence & Dorothy
			SMITH, Serena
765 Cole St.	GRIFFITH Cloudie Bell	1242 Pierce St.	JACKSON, Janie
1945 Eddy St.	SADLER, Marie	325 Plymouth Ave.	
740 Euclid Ave.	ATHERLEY, Wiona		
		618 Randolph St.	JACKSON, Janie
1080 Fulton St.	BROWN, Rose	1301 Revere Ave.	LEWIS, Emma
2642 Fulton St.	OEDEKOVEN, Minna	1351 Revere Ave.	SMITH, Huetta
4400 Fulton St.	TESALIA, Emilde	1418 Revere Ave.	STARK, Rebecca
1491 Funston	CASTON, Lourdes		
1125 Geneva Ave	LOVETT, Alma	1511 Revere Ave.	THOMPSON, Lillian
1606 Great Highway	CUEVA, Robert & Lourdes	1547 Revere Ave.	BENNETT, Alnetta
		344 Richland Ave.	OREJODOS, Laura
2052 Great Highway	PHILLIPS, Esther	100 Rivoli St.	BURROUGHS, Zelma
1767 Grove St.	MITCHELL, William	836 Russia	GREPO, Amelia
829 Guerrero St.	PIADINI, Lia		
241 Granada Ave.	WILLIAMS, Gertrude	2828 San Jose Ave.	LEWIS, Emma
		142 Santa Marina	BANZUELA, Lucena
940 Haight St.	KENS, Jerlen	701 Scott St.	CLOVER, Willie
543 Holloway Ave.	THOMAS, Espanolia	658 Shotwell St.	DANUNAN, Llopis & ANPARO, Aida
			DANUNAN, Llopis & ANPARO, Aida
4731 Irving St.	AGUIAR, Carmen	3721 Taraval St.	JOHNSON, Alice
3537 Jennings St.	HOLLAND, Rena	1622 Thomas	SIMPSON, Lovina
1420 Kirkham St.	CONCEPCION, Jose & Aurora	34 Williams St.	STEWART, Marguerite
		78 Williams St.	STEWART, Marguerite



March 15, 1975

LICENSED RESIDENTIAL CARE HOMES ----CONT'D.

ADDRESS	NAME	ADDRESS	NAME
3930 - 18th St.	ROBINSON, Bertha	662 - 22nd Ave.	NAJARRO, Lillian
1336 - 20th St.	BROOKS, Ernestine	1266 - 22nd Ave.	MONROE, Evelyn
2704 - 21st St.	EDWARDS, Irene	1326 - 22nd Ave.	SUTTON, Mabel
2708 - 21st St.	EDWARDS, Irene	671 - 24th Ave.	MENDT, Mareke
3386 - 21st St.	PALADINI, Lia	1371 - 24th Ave.	SKINNER, Vordia
-----	-----	631 - 25th Ave.	PAMER, Rufina
1278 - 4th Ave.	SALVIEJO, Maria	826 - 25th Ave.	TAGACA, Fely
529 - 5th Ave.	HATCHETT, Cora	1241 - 26th Ave.	JARBOE, Minfa
1363 - 5th Ave.	ADJAST, Charlotte	1251 - 26th Ave.	JONOC, Rafaela
571 - 6th Ave.	PAGE, Dorothy	1271 - 26th Ave.	LOOS, Helga
1350 - 6th Ave.	EMEREE, Petsy	1375 - 26th Ave.	LAGUA, Rizalina
-----	-----	899 - 27th Ave.	BAE, Young Hee
1266 - 7th Ave.	DOTSON, Mary	1338 - 27th Ave.	HEINAN, James & Carolyn
1386 - 7th Ave.	AGUILAR, Lola	1354 - 27th Ave.	LAGUA Rizalina
1434 - 7th Ave.	GILL, Frank & Ann	419 - 28th Ave.	REDMOND, Clarice
772 - 8th Ave.	COHN, Carol	686 - 28th Ave.	KENT, Hilda
629 - 9th Ave.	HODGES, Dorothy	391 - 29th Ave.	PERALTA, Felicidad
778 - 10th Ave.	NITCHELL, Freda	533 - 29th Ave.	RENNA, Margaret
1840 - 10th Ave.	NORTON, Anna	331 - 30th Ave.	ABAYA, Eufemia
525 - 11th Ave.	GABRIEL, Mercedes	431 - 30th Ave.	MEHTA, Raj
1515 - 11th Ave.	GILBERT, Dolores	382 - 31st Ave.	ABAYA, Eufemia
576 - 12th Ave.	PARK, Song	1251 - 32nd Ave.	VELASCO, Francisca
584 - 12th Ave.	FARRELL, Mary	736 - 33rd Ave.	PANLIBUTON, Asuncion
1558 - 12th Ave.	LAGUA, Rizalina	1219 - 34th Ave.	JOHNSON, Jessie
119 - 14th Ave.	SAMUELS, Clarence	746 - 35th Ave.	MURKE, L. Dean
123 - 14th Ave.	SAMUELS, Clarence	753 - 35th Ave.	PARANGAN, Erlinda
1363 - 14th Ave.	FOLSON, Ruth	797 - 35th Ave.	AQUINO, Dominga
1465 - 14th Ave.	CANAYA, Perla	760 - 35th Ave.	SHELDON, Rena
1275 - 15th Ave.	ELLIS, Ethel	1250 - 35th Ave.	PARKER, Ethel M.
277 - 16th Ave. =	HAMBARZUMJAN, O.	1278 - 35th Ave.	SCHERER, Julie
407 - 17th Ave.	PERALTA, Felicidad	719 - 36th Ave.	GABRIEL, Mercedes
1443 - 18th Ave..	RICHARDSON, Mae	811 - 37th Ave.	MACARIO, Luciana
1995 - 19th Ave.	MEDINA, Carmelita	858 - 37th Ave.	MENEDEZ, Joseph & Violet
2319 - 19th Ave.	TURNER, Jeweline	636 - 39th Ave.	VRAT, Evelyn
1254 - 21st Ave.	SKINNER, Vordia	790 - 39th Ave.	MCLMORE, Margaret
		1275 - 41st Ave.	SARMIENTO, Isabel
		1279 - 41st Ave.	BASSIG, Josefina





March 15, 1975

LICENSED RESIDENTIAL CARE HOMES ----CONT'D.

ADDRESS	NAME
891 - 42nd Ave.	PANLITTON, Asunsion
736 - 43rd Ave.	LANUZA, Helen
829 - 44th Ave.	LARAN, Ernest & Teresita
858 - 44th Ave.	YAP, Bernardita
762 - 45th Ave.	HAN, Sookkee
739 - 48th Ave.	QUINO, Concepcion
1453 - 48th Ave.	RASIG, Josefina
1654 - 48th Ave.	ROCUSIN, Josepha



ADMINISTRATIVE CODE

Section 40353 PERSONS FOR WHOM CARE MAY BE GIVEN - SERVICES

The owner shall restrict admission and care to aged persons for whom fire safety exists and who do not require professional nursing service from the home because of a physical or mental condition.

Mentally handicapped persons with mild symptoms, such as confusion, loss of memory or disorientation may be admitted if (1) the home is equipped to provide the degree of personal care and supervision required, (2) such persons do not require professional nursing services, and (3) they will benefit from the services offered. (See Section 40357, Persons for Whom Care May Not be Given.)

Section 40357 PERSONS FOR WHOM CARE MAY NOT BE GIVEN

Persons who may not be admitted or cared for include:

1. Persons who need health services from the home that it cannot legally provide.
2. Persons with active communicable tuberculosis (or any other contagious or infectious disease).
3. Persons who because of convalescence or a chronic health condition, require professional nursing care including close medical supervision, daily professional observation or the exercise of professional judgment from the home.
4. Persons physically incapable of leaving the building without assistance in an emergency unless the building has been approved by the appropriate fire official for this type of occupancy.
5. Persons requiring any kind of restraint or confinement in locked quarters for their own protection, or that of others.
6. Persons subject to attacks of epilepsy which is not medically controlled.
7. Persons who require treatment for addiction to alcohol or drugs, who require treatment or special care for mental illness or mental deficiency.
8. Persons mentally incapable of leaving the building unassisted, unless the building has been approved by the appropriate fire official for such occupancy.
9. Non-aged persons whose needs and interests are incompatible with the welfare of aged persons.



**DIRECTORY OF CITY AND COUNTY OFFICERS**  
**CITY AND COUNTY OF SAN FRANCISCO**

**MAY 1974**

**JOSEPH L. ALIOTO, Mayor**

**City Hall Information No. 558-6161**



# ELECTIVE OFFICERS

**MAYOR**  
200 City Hall  
JOSEPH L. ALIOTO 558-3456

John A. DeLucca, Executive Deputy  
William E. O'Brien, Director of Information  
Ann H. Raich, Administrative Secretary to Mayor  
John H. Tolan, Jr., Deputy for Development  
Stanley R. Larsen, Assistant Deputy for Development  
Joseph A. Mirza, Deputy for Social Programs  
Joe Johnson, Deputy for Neighborhood Development  
George J. Grubb, Administrative Assistant  
William C. Rudy, Public Service Director  
Wesley Slade, Special Assistant, Housing and Re-location

**Office of Manpower**  
553 McAllister Street 02  
Fumee Elton, Director 558-2922

**Model Cities**  
301-2nd Street 07  
John Watts, Acting Director 398-2777

**Criminal Justice Council**  
182 Market Street 02  
William Mallin, Director 864-6800

**Community Development**  
Room 6, City Hall  
Dean Macris, Director 558-4566

**SUPERVISORS' BOARD OF**  
235 City Hall  
Meets Monday at 2:00 P.M. 558-3184

Dianne Feinstein, Room 235, City Hall 02, President  
John J. Barbagelata, Room 235, City Hall 02  
Terry A. Francois, 497 Fulton Street 03  
Robert E. Gonzales, 1231 Market Street 02  
Quentin L. Kopp, Room 235, City Hall 02  
Robert H. Mendelsohn, Room 235, City Hall 02  
John L. Molinar, Room 235, City Hall 02  
Alvin J. Nelder, 235 City Hall 02  
Ronald Peltz, Room 235, City Hall 02  
Peter Tamara, 1020 Harrison Street 03  
Dorothy von Beroldingen, 1255 Post St. #709 09

Robert J. Delian, Clerk of the Board  
Philip P. Engler, Chief Assistant Clerk

**Standing Committees**  
First-named Supervisor is Chairman, second-named Supervisor is Vice-Chairman, of the Committee.

**BUDGET AND GOVERNMENTAL EFFICIENCY**  
Supervisors Mendelsohn, Feinstein, Molinar, Nelder, von Beroldingen

**COMMUNITY SERVICE**  
Supervisors Nelder, Barbagelata, von Beroldingen

**FINANCE**  
Supervisors von Beroldingen, Molinar, Nelder

**FIRE, SAFETY AND POLICE**  
Supervisors Feinstein, Nelder, Mendelsohn

**GOVERNMENTAL SERVICES**  
Supervisors Tamara, Peltz, Barbagelata

**HEALTH AND ENVIRONMENT**  
Supervisors Kopp, Gonzales, Tamara

**LEGISLATIVE AND PERSONNEL**  
Supervisors Molinar, Tamara, Francois

**PLANNING, HOUSING AND DEVELOPMENT**  
Supervisors Peltz, von Beroldingen, Gonzales

**RULES**  
Supervisors Feinstein, Francois, von Beroldingen

**STATE AND NATIONAL AFFAIRS**  
Supervisors Barbagelata, Kopp, Nelder

**STREETS AND TRANSPORTATION**  
Supervisors Gonzales, Francois, Molinar

**URBAN AND CONSUMER AFFAIRS**  
Supervisors Mendelsohn, Kopp, Peltz

**Delinquency Prevention Commission**  
Meets 3rd Tuesday of every month  
at 7:30 P.M., Room 242, City Hall  
Eugene Block, Chairman

**ASSESSOR**  
141 City Hall  
Joseph E. Timon 558-0101

**CITY ATTORNEY**  
216 City Hall  
Thomas M. O'Connor 558-3315

**COMMUNITY COLLEGE BOARD**  
33 Gough Street 03 (Mali)  
864-3200

John Y. Chin, President  
Dr. James G. Chan, Vice President  
Robert E. Chan  
Paul H. Fisher  
Peter Finnegan  
John Gordon  
Dr. Ward  
Dr. Louis F. Rotundo, Chancellor/Sup.

**DISTRICT ATTORNEY**  
880 Bryant Street  
John J. Fendon 553-1752

**EDUCATION, BOARD OF**  
135 Van Ness Avenue  
Room 209, 02 (Mali)  
Meets 2nd & 4th Tuesday at 4:00 P.M.  
170 Fell Street 863-4680

Eugene S. Hopp, President  
Laurel S. Abrahamson, Vice President  
Lee S. Dalton  
Clifford Mac Haynes  
John A. Kandler  
Reed Thomas A. Reed  
Dr. David J. Sanchez  
Dr. Steven P. Motena, Supt. of Schools/Sec'y.

**PUBLIC DEFENDER**  
580 Bryant Street, Room 203  
Edward T. Mancuso 553-1671

**SHERIFF**  
333 City Hall  
Richard D. Hongisto 558-2411

**TREASURER**  
110 City Hall  
Thomas Scanlon 558-4575

## COURTS

**SUPERIOR, JUDGES OF**  
Fourth Floor, City Hall 558-3261

Clayton W. Horn, Presiding  
Carl H. Allen  
Byron Arnold  
John E. Benson  
Isa A. Brown, Jr.  
Walter E. Calcarone  
Victor M. Campalongo  
Morton R. Colvin  
Donald B. Constance  
Robert J. Drewes  
John A. Ertola  
Bernard B. Gluckfield  
Joseph Karach  
Bernard J. Ward, Executive Officer  
480 City Hall 558-3169

**GRAND JURY**  
165 City Hall 558-5010  
Meets Monday at 7:30 P.M.

James T. Rodman, 1432 Santiago Street 16, Foreman  
Mrs. Wanda M. Thomas, 673-44th Avenue 21, Secretary  
Michael K. Tamony, Consultant

**COURTS**  
**MUNICIPAL, JUDGES OF** 558-4041

Raymond J. Reynolds, Presiding  
Thomas Dandurand  
Robert L. Dossee  
Charles Engen Goff  
Daniel M. Hanlon  
Frank E. Hart  
John J. Hopkins  
Harry W. Low  
Eugene F. Lynch  
George E. Maloney  
Gerald J. O'Gara  
John A. O'Kane  
Mary Moran Pajulich  
Agnes O'Brien Smith  
James J. Webb  
Raymond D.  
Albert C.  
Williamberg, Jr.  
Samuel E. Yee

Bruno Fardin, Secretary & Clerk of the Court  
301 City Hall 558-4041  
Daniel F. Donohue, Jury Commissioner & Chief Deputy 558-4936

**TRAFFIC FINES BUREAU**  
850 Bryant Street 03  
Daniel F. Donohue, Chief Deputy Clerk 558-4936

**ADULT PROBATION DEPARTMENT**  
850 Bryant Street 03  
Warren T. Jenkins, Chief Adult Probation Officer 553-0111

**ADULT PROBATION COMMITTEE**  
Meets at call of Chairman once per month  
Arthur Petri, Chairman, 1965-15th Avenue 22

**COUNTY PAROLE COMMISSION**  
Meets 2nd Tuesday of every month, Hall of Justice

**JUVENILE COURT**  
**YOUTH GUIDANCE CENTER**  
273 Woodside Avenue 27  
Francis W. Mayer, Presiding Judge 731-5740  
Joseph J. Borika, Chief Probation Officer

**JUVENILE JUSTICE COMMISSION**  
Meets monthly  
373 Woodside Avenue  
Charles R. Greenstone, 681 Market Street 05, Chairman  
Mgt. Peter Armstrong, 4444 Geary Blvd. 18, Vice-Chairman  
Mrs. William M. Green, 3340 Jackson Street 18, Secretary

# OFFICERS APPOINTED BY THE MAYOR

**CHIEF ADMINISTRATIVE OFFICER**  
289 City Hall 558-4851  
Thomas J. Molloy  
Thomas G. Miller, Executive Assistant  
----- Employee Relations Director

**CONTROLLER**  
109 City Hall 558-2228  
Nathan B. Cooper  
Francis J. Byrne, Chief Assistant Controller  
Henry Nanjo, Director, Systems and Data Processing

**LEGISLATIVE REPRESENTATIVE, FEDERAL**  
Robert E. Josten  
1225-19th Street, N.W., Washington, D.C. 20036

**LEGISLATIVE ADVOCATE, STATE**  
254 City Hall 558-4146  
John F. Sletley  
11th & L Building, Suite 512  
Sacramento 95814, during Sessions

**AGING COMMISSION ON THE**  
164 City Hall 558-2126  
Meets 1st Wednesday, 9:30 A.M.,  
206 Veterans Building

William McCabe, 2878 Jackson 15, Chairman  
Arthur C. Amos, 350 McAllister Street 02  
Mr. Arston P. Armada, 81 Carl Street 17  
Martin A. Fellbauer, 40 El Verano Way 27  
John F. Frey, 45 Cleary Court 09  
Louis J. Friebo, 1501 Divisadero 15  
Mrs. Mattie Kimp, 1249 Shafter 24  
Theodore R. Knowles, 8027 Geary 21  
Mrs. Elsa Linn, 1900 Valerio 23  
William J. Lowenberg, 44 Montgomery 04  
Adolfo Maiewsky, 3367 Mission Street 10  
George W. Ong, 53 Almaden Court 18  
Lawrence Placencia, 459 Hazelwood 27  
Rev. Edward L. Peet, 350 Arballo Drive 32  
Rev. Conrad Rheinier, 580 Capp Street #809 10  
David Thomson, 1842 Jefferson 23

**Ex-Officers Members**  
Dr. of St. Citizens, Social Services of Housing Auth.  
Asst. Dir. Adult Services, Dept. Social Services  
Dr. Bureau of Disease Control, Dept. Public Health  
Recreation Supervisor, Rec. & Park Dept.  
Public Guardian  
Director, Pacific Hts. Community Educ. Center  
-----, Director

**AIRPORTS COMMISSION**  
S. F. International Airport, S. F. 94128 761-0800  
Meets 1st and 3rd Tuesdays at  
Ext. 2112  
230 P.M., Room 283, City Hall

William E. McDonnell, 385 Castaneda Ave. 16, Pres.  
John A. Sutor, 2325 Bush Street 05, Vice President  
William K. Coblentz, 555 California Street,  
Bank of America Plaza 04  
Wallace R. Lynn, 1485 Bayshore Blvd. 24  
Joseph P. Mazzola, 1621 Market Street 03  
William J. Dwyer, Director of Airports  
William V. Pritz, Deputy Director of Airports  
Business Administration & Finance  
M. F. (Mike) Dugan, Deputy Director, Operations  
and Maintenance  
-----, Thomas G. Berken, Deputy Director, Planning,  
Engineering and Construction  
Richard Newport, Commission Secretary

**ART COMMISSION**  
165 Grove Street 02 558-3465  
Meets 1st Monday at 3:15 P.M. at Main Library  
----- Civic Center, Commissioners' Room, 3rd Floor

Harold L. Zellbach, 1 Bush Street 04, President  
Mrs. Ruth Asawa, 1114 Gatten Street 14  
Phillips B. Boone, 1010 Battery Street 11  
Mrs. Anita Martinez, 82 Midvale Avenue 27  
David Mays, 555 City Street 11  
William B. McCormick, 215 Kearny Street 08  
Antonio Sotomayor, 3 Lerma Place 09  
Ray Talaruto, 1001 Van Ness 09  
-----  
-----  
-----  
-----  
-----

**Ex-Office Members**  
Mayor  
President, City Planning Commission  
President, Public Library Commission  
President, Recreation and Park Commission  
President, The Jane A. Masons of San Francisco  
Martin Shipper, Director





<b>CITY PLANNING COMMISSION</b> 100 Larkin Street 02 Meets every Thursday at 3:15 P.M. Walter S. Newman, 44 Montgomery St., 5th Floor 04 President Mrs. Charles B. Porter, 142 - 27th Avenue 21, Vice President Marioner Hoshbaker, Jr., One Maritime Plaza, Room 1340 11 John Ritchie, 120 Bush Street 04 Hector E. Burdick, 2588 Mission Street, Room 212 10	558-4636	<b>PERMIT APPEALS, BOARD OF</b> Room 252, City Hall Meets every Monday at 2:00 P.M. Room 228 Roy J. Scull, 2080 Jerrild Avenue 03, President Peter G. Roubicek, 1201 California Street 09 James W. Harvey, 332 Pine Street # 300 04 Mortie Jackson, 524 Eldorado Street 17 John D. O'Meara, 11 Jones Street 02 Philip Siegan, Executive Director	558-4421	<b>RELOCATION APPEALS BOARD</b> Room 205 City Hall Meets every Wednesday at 2:00 P.M. 450 McAllister Street 02, Conference Room Percy H. Steele, Jr., Chairman Wesley Slade, Secretary	558-2098
<b>Chief Administrative Officer</b> Manager of Utilities Alan B. Jacobs, Director of Planning Lynn E. Pao, Administrative Secretary		<b>POLICE COMMISSION</b> 550 Bryant Street 03 Meets every Wednesday at 5:30 P.M. Dr. Washington E. Garner, 2409 Sacramento Street 15, President Marvin F. Cardosa, Bank of America Center 20 Donald M. Scott, Chief of Police Capt. William J. Keane, Deputy Chief of Police Capt. Charles A. Barcia, Chief of Inspectors Capt. Edward Cummins, Director of Traffic Capt. William J. O'Brien, Department Secretary Sgt. Willie E. Frasier, Commission Secretary	553-1667	<b>RETIREMENT SYSTEM BOARD</b> 770 Golden Gate Avenue 02 Meets every Wednesday at 2:00 P.M. Philip J. Kearney, 2243 - 37th Avenue 16, President Dean Anderson, 2030 Valley Street 23 Warren DeMerritt, 901 Presidio Avenue 15 D. J. Simpson, 252 - 23rd Street 12 Mrs. Mrs. K. Stanley, 1095 Market Street 03 H. Brodie Stephens, M.D., 1105 Greenwich Street 09	558-3991
<b>CIVIL SERVICE COMMISSION</b> 151 City Hall Meets every 1st & 3rd Monday 4:4 P.M., Room 21, City Hall Robert J. Costello, 1621 Market Street 02, President William Jack Chow, 550 Montgomery Street 11, Vice President Joseph C. Tarantino, 490 Jefferson Street 09 James Warm, Actg. General Manager, Personnel	558-5524	<b>PUBLIC LIBRARY COMMISSION</b> City Center Meets 1st Tuesday at 3:30 P.M. Edward F. Callanan, Jr., 162 Idora Avenue 27, President Mrs. Marjorie G. Stern, 355 Rayditt Terrace 15, 1st Vice President Mrs. Elsie Lise Van der Lierh, 520 Church Street 14, 2nd Vice President Mrs. Dorothy Caper, 447 Chestnut Street 33 Ernest J. Gaines, 998 Descoveto Street 15 William M. Malone, 220 Bush Street 04 Rev. Timothy L. McDonnell S.J., University of San Francisco, 2130 Fulton Street 17 Kevin Starr, Acting City Librarian George Cerasi, Secretary	558-3031	<b>Ex Office Member</b> President, Board of Superintendents Daniel Matrone, Secretary-General Manager	
<b>ECONOMIC OPPORTUNITY COUNCIL</b> 730 Park Street 09 Charles Jung, Executive Director	771-7100	<b>SAN FRANCISCO PORT COMMISSION</b> Ferry Building 11 Meets 2nd and 4th Wednesday Ceyl Naguin, 59 Harrison Street 05, President Harry Bridges, 150 Golden Gate Avenue 02 Michael J. Driscoll, 1096 South Van Ness Avenue 10 James J. Rudden, 1301 San Jose Avenue 12 Gary P. Vannelli, 955 Golden Gate Avenue 12 Miriam E. Wolff, Port Director	391-4000	<b>SOCIAL SERVICES COMMISSION</b> 385 Bush Street 02 Meets 3rd Thursday at 9:30 A.M. Room 282 - City Hall Robert E. Buckley, Jr., 2501 Harrison Street 10, Pres. Mrs. John M. Douglas, 2080 Ulloa Street 16, Vice President Herman L. Griffin, 1345 Mission Street 03 John F. Henning, Jr., World Trade Center 11 Yori Wada, 1530 Buena Vista Street 15 Ronald H. Born, General Manager Department of Social Services Mary Beem, Commission Secretary	558-4018
<b>EMERGENCY SERVICES</b> 6221 Gary Blvd., 3rd Floor, 21 Edward P. Joyce, Director	668-5404	<b>WATER UTILITIES COMMISSION</b> 287 City Hall Meets 2nd and 4th Thursday at 2:30 P.M. Room 282 H. Walton Flynn, 565 Grove Street 02, President Joseph P. Byrne, 1722 - 31st Ave 22 Vice President Henry E. Beckman, 164 Marine Way, South San Francisco 94080 John D. Crowley, 125 Cambridge Drive #9-32 Oliver M. Rosenzweig, 2867 Green Street 23 John D. Dwyer, Gen. Mgr. of Public Utilities John C. Farrell, Secty. & Asst. Gen. Mgr. Admin. James H. Leonard, Asst. to Gen. Mgr., Director Bureau of Public Service Dr. John M. Christensen, Jr., Asst. Gen. Mgr., Finance	558-4986	<b>WATER UTILITIES COMMISSION</b> 287 City Hall Meets 2nd and 4th Thursday at 2:30 P.M. Room 282 H. Walton Flynn, 565 Grove Street 02, President Joseph P. Byrne, 1722 - 31st Ave 22 Vice President Henry E. Beckman, 164 Marine Way, South San Francisco 94080 John D. Crowley, 125 Cambridge Drive #9-32 Oliver M. Rosenzweig, 2867 Green Street 23 John D. Dwyer, Gen. Mgr. of Public Utilities John C. Farrell, Secty. & Asst. Gen. Mgr. Admin. James H. Leonard, Asst. to Gen. Mgr., Director Bureau of Public Service Dr. John M. Christensen, Jr., Asst. Gen. Mgr., Finance	621-6600
<b>FIRE COMMISSION</b> 240 Golden Gate Avenue 02 Meets every Monday at 10:00 A.M. Rudy Thom, 459 Fulton #304 02, President Morris Bernstein, 145 South Street 15, Vice President Frank Hunt, 2400 Mission Street 10 Keith P. Calden, Chief of Department Joseph P. Daly, Deputy Chief of Department Andrew C. Caper, Chief, Bureau of Administration Emmett D. Cady, Chief, Division of Fire Prevention and Investigation Raymond G. Connors, Jr., Secretary	861-8000	<b>HOUSING AUTHORITY</b> 440 Turk Street 02 Meets 2nd and 4th Thursday at 10 A.M. Dr. Amancio G. Fringa, 2801 Folsom Street 10, Chairman George Frankovich, 3271 - 18th Street 10, Vice Chairman Stephen Walter, 3657 Mission Street 10 Rev. Hamilton T. Boswell, 1975 Post Street 15 Mrs. Joan M. Byrnes, One Maritime Plaza #750 11 Morton L. Baldwin, 1855 - 15th Street 03 Cleo F. Wallace, 905 Connecticut Street 07 Eneas J. Kane, Executive Director John E. Sullivan, Council	558-3701	<b>AGRICULTURE AND WEIGHTS &amp; MEASURES</b> DEPARTMENT OF 800 Phelps Street 24 Ag. 558-3284 W.M. 558-4911	
<b>HEALTH SERVICE SYSTEM BOARD</b> 450 McAllister Street 02 Meets 2nd Tuesday at 4 P.M. Robert E. Hasting, 100 Pine Street 11, President Abram Bernstein, M.D., 2266 Gary Blvd. 15 Nathaniel M. Isaac, 1926 - 4th Avenue 16 Daniel A. McDonagh, 2654 - 23rd Avenue 16 Harry Paretchian, 1648 Pacific Avenue 09	558-3701	<b>HOUSING AUTHORITY</b> 440 Turk Street 02 Meets 2nd and 4th Thursday at 10 A.M. Dr. Amancio G. Fringa, 2801 Folsom Street 10, Chairman George Frankovich, 3271 - 18th Street 10, Vice Chairman Stephen Walter, 3657 Mission Street 10 Rev. Hamilton T. Boswell, 1975 Post Street 15 Mrs. Joan M. Byrnes, One Maritime Plaza #750 11 Morton L. Baldwin, 1855 - 15th Street 03 Cleo F. Wallace, 905 Connecticut Street 07 Eneas J. Kane, Executive Director John E. Sullivan, Council	558-3701	<b>AGRICULTURE AND WEIGHTS &amp; MEASURES</b> DEPARTMENT OF 800 Phelps Street 24 Ag. 558-3284 W.M. 558-4911	
<b>Ex Office Members</b> Chairman, Finance Commission, Board of Supervisors City Attorney Philip J. Kearney, Executive Director		<b>HOUSING AUTHORITY</b> 440 Turk Street 02 Meets 2nd and 4th Thursday at 10 A.M. Dr. Amancio G. Fringa, 2801 Folsom Street 10, Chairman George Frankovich, 3271 - 18th Street 10, Vice Chairman Stephen Walter, 3657 Mission Street 10 Rev. Hamilton T. Boswell, 1975 Post Street 15 Mrs. Joan M. Byrnes, One Maritime Plaza #750 11 Morton L. Baldwin, 1855 - 15th Street 03 Cleo F. Wallace, 905 Connecticut Street 07 Eneas J. Kane, Executive Director John E. Sullivan, Council		<b>AGRICULTURE AND WEIGHTS &amp; MEASURES</b> DEPARTMENT OF 800 Phelps Street 24 Ag. 558-3284 W.M. 558-4911	
<b>HOUSING AUTHORITY</b> 440 Turk Street 02 Meets 2nd and 4th Thursday at 10 A.M. Dr. Amancio G. Fringa, 2801 Folsom Street 10, Chairman George Frankovich, 3271 - 18th Street 10, Vice Chairman Stephen Walter, 3657 Mission Street 10 Rev. Hamilton T. Boswell, 1975 Post Street 15 Mrs. Joan M. Byrnes, One Maritime Plaza #750 11 Morton L. Baldwin, 1855 - 15th Street 03 Cleo F. Wallace, 905 Connecticut Street 07 Eneas J. Kane, Executive Director John E. Sullivan, Council	675-5800	<b>HOUSING AUTHORITY</b> 440 Turk Street 02 Meets 2nd and 4th Thursday at 10 A.M. Dr. Amancio G. Fringa, 2801 Folsom Street 10, Chairman George Frankovich, 3271 - 18th Street 10, Vice Chairman Stephen Walter, 3657 Mission Street 10 Rev. Hamilton T. Boswell, 1975 Post Street 15 Mrs. Joan M. Byrnes, One Maritime Plaza #750 11 Morton L. Baldwin, 1855 - 15th Street 03 Cleo F. Wallace, 905 Connecticut Street 07 Eneas J. Kane, Executive Director John E. Sullivan, Council	675-5800	<b>AGRICULTURE AND WEIGHTS &amp; MEASURES</b> DEPARTMENT OF 800 Phelps Street 24 Ag. 558-3284 W.M. 558-4911	
<b>HUMAN RIGHTS COMMISSION</b> 1095 Market Street #501 03 Meets 2nd and 4th Thursday at 9:30 A.M. (Commission Room, Public Library) The Very Rev. C. Julian Bartlett, 1051 Taylor Street 09, Chairman Reverend Victor L. Medeiros, Sr., 731 Mendel St. 23, Vice Chairman Reverend George L. Bedford, 2135 Sutter Street 15 Ruthy Abner J. Fine, 1323 Jones Street #608 09 Joseph J. Garcia, 1622 - 21st Street 03 Susan M. Bernadette Gales, 2340 Turk Blvd. 18 Lester H. Holburn, 44 Montgomery Street 04 Constance F. Ramsey, 244 California Street #500 11 Paul Livermore, 2150 Balboa Street 21 Curtis McCann, 2535 North Street 03 Paul Rusk, 87 Sanchez Street 14 Edwanda Sandoval, 1460 Mission Street #220 10 Louis S. Simon, 2655 Van Ness Avenue 09 Honey Woot, 30 Buile Street 05	558-4901	<b>HUMAN RIGHTS COMMISSION</b> 1095 Market Street #501 03 Meets 2nd and 4th Thursday at 9:30 A.M. (Commission Room, Public Library) The Very Rev. C. Julian Bartlett, 1051 Taylor Street 09, Chairman Reverend Victor L. Medeiros, Sr., 731 Mendel St. 23, Vice Chairman Reverend George L. Bedford, 2135 Sutter Street 15 Ruthy Abner J. Fine, 1323 Jones Street #608 09 Joseph J. Garcia, 1622 - 21st Street 03 Susan M. Bernadette Gales, 2340 Turk Blvd. 18 Lester H. Holburn, 44 Montgomery Street 04 Constance F. Ramsey, 244 California Street #500 11 Paul Livermore, 2150 Balboa Street 21 Curtis McCann, 2535 North Street 03 Paul Rusk, 87 Sanchez Street 14 Edwanda Sandoval, 1460 Mission Street #220 10 Louis S. Simon, 2655 Van Ness Avenue 09 Honey Woot, 30 Buile Street 05	558-4901	<b>AGRICULTURE AND WEIGHTS &amp; MEASURES</b> DEPARTMENT OF 800 Phelps Street 24 Ag. 558-3284 W.M. 558-4911	
<b>RECREATION AND PARK COMMISSION</b> McLaren Lodge, Golden Gate Park 17 Meets once a month only - 2nd Thursday at 2:30 P.M. Loris De Grazia, 427 Valley Drive, Brisbane, 94005, President Eugene L. Friend, 909 Market Street 03 Vice President Mrs. Carmen Dominguez, 3262 - 23rd Street 10 Clemens R. Johnson, 3271 - 18th Street 10 Mrs. J. Lynne M. Veer, 130 Santa Ana Avenue 27 Lucien A. Salsella, 101 Sherman Way George P. Thomas, 1847 - 14th Avenue 22 Joseph Caverly, General Manager (Commission Secretary)	558-4773	<b>RECREATION AND PARK COMMISSION</b> McLaren Lodge, Golden Gate Park 17 Meets once a month only - 2nd Thursday at 2:30 P.M. Loris De Grazia, 427 Valley Drive, Brisbane, 94005, President Eugene L. Friend, 909 Market Street 03 Vice President Mrs. Carmen Dominguez, 3262 - 23rd Street 10 Clemens R. Johnson, 3271 - 18th Street 10 Mrs. J. Lynne M. Veer, 130 Santa Ana Avenue 27 Lucien A. Salsella, 101 Sherman Way George P. Thomas, 1847 - 14th Avenue 22 Joseph Caverly, General Manager (Commission Secretary)	558-4773	<b>AGRICULTURE AND WEIGHTS &amp; MEASURES</b> DEPARTMENT OF 800 Phelps Street 24 Ag. 558-3284 W.M. 558-4911	
<b>REDEVELOPMENT AGENCY</b> 939 Ellis Street 09 (Address and in P.O. Box 846, S.F. 01) Meets every Tuesday at 3:00 P.M. Walter R. Kaplan, 1875 Broadway 09, Chairman Stanley J. Rosen, 3181 Jones Street 10 Joe Mosley, 6801 Gas Pitero Drive 27 James A. Silva, 5105 - 14th Avenue 12 Francis J. Solina, 455 Beach Street 22 Robert L. Fazio, Jr., Executive Director William Lundberg, Secretary	771-8800	<b>REDEVELOPMENT AGENCY</b> 939 Ellis Street 09 (Address and in P.O. Box 846, S.F. 01) Meets every Tuesday at 3:00 P.M. Walter R. Kaplan, 1875 Broadway 09, Chairman Stanley J. Rosen, 3181 Jones Street 10 Joe Mosley, 6801 Gas Pitero Drive 27 James A. Silva, 5105 - 14th Avenue 12 Francis J. Solina, 455 Beach Street 22 Robert L. Fazio, Jr., Executive Director William Lundberg, Secretary	771-8800	<b>AGRICULTURE AND WEIGHTS &amp; MEASURES</b> DEPARTMENT OF 800 Phelps Street 24 Ag. 558-3284 W.M. 558-4911	
<b>PARKING AUTHORITY</b> 100 McAllister Street #200 02 Meets every Tuesday at 3:00 P.M. Don J. Smith, 770 Harrison Street 04, Chairman Jack Foxon, 150 Larkin Street 05 Richard E. Fouse, 900 Grant Avenue 08 Harold E. McJohn, N.J. Dr. 4060 - 24th Street 14 Arthur M. Lutz, 48 Columbus Avenue 17 Arthur S. B. Lee, Director	558-3651	<b>PARKING AUTHORITY</b> 100 McAllister Street #200 02 Meets every Tuesday at 3:00 P.M. Don J. Smith, 770 Harrison Street 04, Chairman Jack Foxon, 150 Larkin Street 05 Richard E. Fouse, 900 Grant Avenue 08 Harold E. McJohn, N.J. Dr. 4060 - 24th Street 14 Arthur M. Lutz, 48 Columbus Avenue 17 Arthur S. B. Lee, Director	558-3651	<b>AGRICULTURE AND WEIGHTS &amp; MEASURES</b> DEPARTMENT OF 800 Phelps Street 24 Ag. 558-3284 W.M. 558-4911	
<b>RECORDS COMMISSION</b> 141 Taylor Street 07 Healthcare Agency, Superintendent of Records	558-3001	<b>RECORDS COMMISSION</b> 141 Taylor Street 07 Healthcare Agency, Superintendent of Records	558-3001	<b>AGRICULTURE AND WEIGHTS &amp; MEASURES</b> DEPARTMENT OF 800 Phelps Street 24 Ag. 558-3284 W.M. 558-4911	



**PUBLIC HEALTH, DEPARTMENT OF**  
Health Center Building 558-3631  
101 Grove Street 02  
Erwin J. Curry, M.D., Director of Public Health 558-4068  
Lorraine Smokey, M.D., Asst. Director of Public Health, Public Health Programs 558-2097  
Joseph Magiola, Jr., Asst. Director of Public Health, Hospital Services 558-6122  
Barry Decker, M.D., President 558-4387  
Chief, Community Mental Health Services  
Laguna Honda Hospital, 7th Ave. & Dewey Blvd.  
Henry Seaburg, Acting Administrator 664-1350  
San Francisco General Hospital, 22nd & Polk St. 558-3975  
Charles, Monedero, Administrator 648-4200  
Emergency Hospital Service, 135 Polk St. 558-3975  
William Yens, Acting Superintendent 431-2800  
Ambulance number

**PUBLIC WORKS, DEPARTMENT OF**  
260 City Hall 558-6161  
Myron Tatarian, Director  
Jeffrey Lee  
Assistant Director, Administrative, Acting Keeno Franchina,  
Asst. Director, Maintenance & Operations  
Jeffrey Lee  
Asst. Director, Planning and Control

**Bureaus**  
Accounts, 450 McAllister Street 02 558-4476  
Lester Long, Acting Supervisor  
Architecture, 265 City Hall 558-4601  
Hugh W. Huff, Acting City Architect  
Building Inspection, 450 McAllister Street 558-3051  
Alfred Goldberg, Supt.  
Building Repair, 2323 Army Street 24 558-4741  
J. S. Rutherford, Supt.  
Central Permit Bureau, 450 McAllister Street 558-3294  
Clay Volens, Supervisor  
Engineering, 359 City Hall 558-3608  
Robert C. Levy, City Engineer  
Property Conservation, 480 McAllister St. 558-2577  
Bernard A. Cummings, Chief Property Cons. Div.  
Bureau of Water Pollution Control,  
2323 Army Street 558-3394  
John Crafts, Acting Superintendent  
Street Cleaning, 2323 Army Street 24 558-4057  
Bernard M. Grotty, Superintendent  
Street Repair, 2323 Army Street 24 558-3916  
Charles McAdden, Superintendent

**PURCHASING DEPARTMENT**  
270 City Hall 558-5026  
Joseph Gavin, Purchaser of Supplies  
Robert Tocco, Asst. Dir. of Purchasing and Service 558-4379  
Central Shops, 800 Quant 24 558-3420  
A.M. Flaherty, General Superintendent  
Equipment and Supplies, 15th & Harrison Streets 558-3501  
Joseph C. Beck, Stores & Equipment Supervisor

Reproduction Bureau, 50 City Hall 558-3156  
Lloyd J. Undis, Blue Print and Repro. Mgr.  
**REAL ESTATE DEPARTMENT**  
420 McAllister 558-3991  
Charles S. Norman, Director of Property  
Man. & Bldg., Asst. Director of Property  
Joseph Balzer, Acting Manager

# SEPARATE BOARDS AND DEPARTMENTS

**CALIFORNIA ACADEMY OF SCIENCES**  
Golden Gate Park 221-5100  
Dr. George L. Lindsay, Director  
**THE FINE ARTS MUSEUMS OF SAN FRANCISCO** 558-2881  
Lincoln Park 21  
Marie S. Jensen, Secretary  
Meets 2nd Tuesday of Jan., April, July, Oct.  
16:00 A.M. at the de Young Museum  
Director and Chief Curator of Museums - Ian M. White

## Board of Trustees

Ransom M. Cook, 433 California Street,  
Room 920 04, President  
Mrs. Alexander Albert, 2329 Lyon Street 15  
Joseph M. Brunsen, 665 Third Street 07  
Sheldon G. Cooper, #44 Montgomery Street  
Suite 3300 04  
Christian De Guigne, 636 California Street 08  
Charles C. De Lamar, #11 Montgomery Street 04  
R. Stanley Dollar, Jr., 311 California Street 04  
R. Gwin Folli, 555 Market Street, Suite 1824 04  
Dr. James L. Gibbs, Jr., Stanford University,  
Stanford 94305  
Mrs. Edward T. Harrison, 1170 Sacramento Street 08  
Clifford V. Heimbach, 220 Bush Street,  
Room 1500 04  
Mrs. Frederick J. Hellman, 2770 Broadway 15  
Mrs. Robert Homans, 145 Bridge Road,  
Hillsborough, 94010  
George J. Jewett, Jr., Potlatch Forests, Inc.,  
P.O. Box 3591 19  
Mrs. Bruce Kellum, #15 Arguello Boulevard 18  
Cyrd Mannin, #59 Harrison Street 05  
Mrs. Robert A. Magowan, 2100 Washington Street 09  
Peter McLean, 100 California Street 11  
Mrs. Robert Waller, 1021 California Street 08  
Walter S. Newman, #4 Montgomery Street #510 04  
Adolph S. Rokezian, 1045 Sansome Street 11  
#1 William P. Roth, Folio, San Mateo 94401  
Emmett Solomon, Crocker Cit. Bnk  
#1 Montgomery 20  
Charles de Young Thurner, S.F. Chronicle 03  
Mrs. Non Tucker, Burlingame Country Club,  
Burlingame, 94010  
Whitney Warren, 111 Telegraph Hill Boulevard 33  
Michel D. Weill, 126 Post Street, Room 606 08  
Harold L. Zellerbach, #1 Bush Street 04

## Ex Officio Members

Mayor  
President, Recreation & Park Commission

## Honorary Trustee

Avery Brundage, #10 North La Salle Street,  
Chicago, Illinois 60602  
Judge & Mrs. Lincoln P. Green, 363 Las Palmas Avenue,  
Los Angeles, 90005  
Mrs. Anna Spockles, c/o Mrs. Phyllis Ros.  
#2 Pine Street, 9th Floor 11  
Mrs. Charles Young, c/o Mrs. C. C. Cramer,  
2001 Union Street, Room 300 23  
Mrs. William Lee Olds, 3377 Pacific Avenue 18

**ASIAN ART MUSEUM OF SAN FRANCISCO**  
Golden Gate Park 558-2993  
René Yvon Lefebvre d'Argence,  
Director and Chief Curator

**ASIAN ART COMMISSION**  
41 Sutter Street #214 04 986-7629

William E. Goetz, 2780 Filbert Street 23, Chairman  
Mrs. George T. Brady, 2673 Clay Street 15  
Alexander Calhoun, Jr., Graham & James, 310  
Sansome Street 04  
Allen D. Christensen, 780 Welch Road #100, Palo  
Alto  
Ransom M. Cook, 433 California Street #920 04  
Mrs. Gunther Decker, 2533 Filbert Street 23  
R. Gwin Folli, 555 Market Street #1824 05  
James M. Gersley, 160 Farm Road, Woodside 94062  
Reginald Del Valle Grady, 330 California Street 04  
Lee Benedict Grabin, 2800 Pacific Avenue 15  
Richard Gump, Gump's Inc., 250 Post Street 08  
Samuel I. Hayakawa, 225 Eldridge Avenue, Mill Valley  
Mrs. Jacques H. Hume, 4600 Bank of America Center,  
94120  
George F. Jewett, Jr., Potlatch Corp. Inc.,  
1 Maritime Plaza 11  
Mrs. Albert F. Keno, Jr., 1960 Broadway 09  
Dr. Leo S. Kimbrough, 114 Santa Paula Avenue 27  
Dr. T. King Lee, Lee's Agency, 858 Clay Street 08  
Albert C. Lim, 1134 Spruce, Berkeley 94807  
Cyril Maghin, Joseph Manno Co., 59 Harrison Street 05  
Edward Nasel, Orowat Bakery, 264 So. Spruce St.,  
S.F. 94109  
Mrs. Richard R. Pettit, 1300 La Canada Road,  
Hillsborough, 94010  
Mrs. Earl R. Ronda, 2051 Kalston Avenue, Hillsborough,  
94010  
William P. Scott, Jr., 2700 Broadway 15  
Mrs. Robert Seller, 2661 Broadway 15  
Mrs. Walter Shorenson, 740 El Camino Del Mar 21  
Dr. Haydn Williams, The Asa Foundation, 550 Kearny  
08

**LAW LIBRARY**  
436 City Hall 558-4628  
Harold E. Rowe, Librarian

**ANIMAL CONTROL CENTER**  
The San Francisco SPCA, Animal Control Officer 621-1200  
2500-16th Street 03

Charles W. Friedrichs, Executive Vice-President  
and Secretary



SECTION E: PROGRAM OBJECTIVES



---

SUMMARY LISTING OF PROGRAM OBJECTIVES

---

Objective 1. Develop a consolidated, central I/R system to accommodate both walk-in and telephone requests for assistance within the SFCOA central office using a common telephone network and distributing services on a neighborhood base throughout the City and County of San Francisco. This I/R system will include a follow-up component to monitor quality. The Central station will be in operation by 7-1-75 and not less than 5 neighborhood stations will be open and operating by the end of the grant year.

Objective 2. As a supplement to the Objective 1 I/R System, a neighborhood base Supplemental Security outreach program will be implemented to identify and certify those individuals eligible for benefits under SSI. Estimated date for completion, October 13, 1975.

Objective 3. Develop and initiate an outreach technique as a basis for a one year outreach program specifically aimed at identifying the needs of San Francisco's isolated elderly. Such an outreach program will identify problems in the area of health, housing, energy crisis and social isolation as they relate to the elderly.

Objective 4. As a portion of the Information and Referral and Education components, establish a division of advocacy to review all proposed legislation and rate changes with Public Utilities at the local, State and Federal levels. Advise the Commission on the Aging and the elected representatives and officials of the impact that such legislation and rate changes will have on the elderly. Represents the elderly at P.U.C. Hearings and serve as Advocate for the Senior Citizens with other Governmental agencies. Develop methods and training techniques so the elderly may represent themselves before such agencies in the future.

Objective 5. Develop a system for coordinating nutrition programs with emphasis on providing specific social and supportive services to Nutrition program participants at 3 congregate dining sites.

Objective 6. Develop an educational component to meet training needs. Begin to initiate training of COA Staff and Volunteers and some nutrition State Volunteers with longer range goal providing ongoing training for the Staff of the AAA, the Commission on the Aging, community and governmental leaders, and the elderly of San Francisco. In addition to training the educational component will provide consultation regarding strategies for improving the conditions of the elderly.

---





---

SUMMARY LISTING OF PROGRAM OBJECTIVES

---

Objective 7. Collect and analyse data on existing Transportation services in the City and County of San Francisco with special emphasis on the utilization of alternate methods by Senior Citizens as feeder and supplemental lines to the "Muni" System. Estimated date for completion, October 1, 1975.

Objective 8. Based on the data obtained from Objective 5, develop a system for coordinating, pooling and expanding transportation resources for the elderly. Utilizing, operating reimbursement technique, coordinated dispatching and assignment of new vehicles to expand the already provided service.

Objective 9. Formulate and develop a method to provide support and services to various groups and organizations serving the elderly. This will include the pooling and sharing of equipment, small grants for equipment and training in program development or expansion as well as the needs, characteristics and potential of the elderly.

Objective 10. Formalize the structure and function of the Community Advisory Council to allow for broad community representation and to bring it into conformance with State and Federal guidelines, directives and policies. Estimated date for completion, December 31, 1975.

Objective 11. To increase local resources, identify & obtain national resources delivered to the elderly in a 12 month period beginning with the approval of this plan document, through the coordination of existing local resources and the pooling of previously untapped or under utilized local and national resources. The anticipated amount of resource increase will be 10%. The identification and obtainment of national resources will require close contact with federal agencies and national organizations serving the elderly.

Objective 12. To strengthen and formalize existing linkages with other governmental units within the city and county of San Francisco in order to identify under-utilized resources and expand existing services.



## STATEMENT OF ACHIEVEMENT

List each program objective set forth in the area plan for the preceding budget year and follow with statement specifying, in measurable terms, progress to date

December 31 1974 in meeting the objective.  
(month) (day) (year)

Statement of Objective (# 1): To establish in San Francisco a method for coordinating planning efforts in the City and County of San Francisco which will also provide for coordinating, expanding increasing service programs and activities for older San Franciscans by means conforming to the regulations of the Older Americans Act and the California State Plan on Aging.

## Statement of progress to date:

No significant progress toward establishing method.

Statement of Objective (# 2): To establish in the City and County of San Francisco a method to collect, retrieve, classify and disseminate regularly information about the needs and problems of older San Franciscans. This will include information on both current and planned services, particularly the progress of Titles III and VII programs.

## Statement of progress to date:

No significant progress in establishing method.



## STATEMENT OF ACHIEVEMENT

List each program objective set forth in the area plan for the preceding budget year and follow with statement specifying, in measurable terms, progress to date

December	31,	1974
(month)	(day)	(year)

in meeting the objective.

Statement of Objective (# 3): To establish a Citizens' Advisory Council to the San Francisco Area Agency on Aging representative of older citizen consumers and providers of services whose structure, function and governance shall be self-governing, focused on problem solving, and able to recommend priorities and solutions of problems to the San Francisco Area Agency on Aging.

## Statement of progress to date:

Citizens' Advisory Council was established, began functioning in August, and held monthly meetings thereafter. Its structure and function remain to be formalized (see Objective #4 of this Plan).

Statement of Objective (# 4): To continue and increase coordinating activities already begun by the San Francisco Area Agency on Aging, and to continue collating information on existing resources and to develop a method for pooling such resources.

## Statement of progress to date:

The collection, classification and storage of information on existing resources has continued, accelerated and broadened into all private and public supported services for Seniors.



## STATEMENT OF ACHIEVEMENT

List each program objective set forth in the area plan for the preceding budget year and follow with statement specifying, in measurable terms, progress to date

December 21 1974 in meeting the objective.  
(month) (day) (year)

Statement of Objective (# 5): To develop, in cooperation with public and private service agencies, a county information and referral system and to monitor and evaluate its usefulness to all older San Franciscans.

Statement of progress to date:

No significant progress in development of system.

Statement of Objective (# 6): To conclude a working agreement between the Area Agency and the District Offices of the Social Security Administration in San Francisco to improve information and referral services of both the SSA and the area agency.

Statement of progress to date:

An informal, oral agreement was made with SSA to train SSI outreach workers at a later time. (See Objective #7 of this Plan.)





## STATEMENT OF ACHIEVEMENT

List each program objective set forth in the area plan for the preceding budget year and follow with statement specifying, in measurable terms, progress to date

December 31, 1975 in meeting the objective.  
(month) (day) (year)

Statement of Objective (# 7): To continue efforts already begun and used in cooperation with the San Francisco Municipal Railway system for special purposes of older San Franciscans (pooled resource) and to increase, improve and coordinate other transportation resources available to elderly San Franciscans, some of which include escort services.

## Statement of progress to date:

1. A cooperative working relationship was established with MUNI.
2. The hours for use of reduced Senior fare were extended to full 24-hour day.
3. A reduced fare monthly FAST PASS for Seniors was established.
4. A program for greater sensitization of bus drivers to special needs of Seniors was begun.

Statement of Objective (# 8): To continue the demonstration begun by California Commission on Aging, January 1, 1973, that an institution providing resident care and services to the elderly can extend its facilities and services to provide day care to older citizens living at home.

## Statement of progress to date:

Provided partial funding to a resident day care center for the elderly (Jewish Home For the Aged) through the end of Plan year.



STATEMENT OF ACHIEVEMENT

List each program objective set forth in the area plan for the preceding budget year and follow with statement specifying, in measurable terms, progress to date  
December 31 1974 in meeting the objective.  
 (month) (day) (year)

Statement of Objective (# 9): To continue funding the transportation linkage needed for direct services at a major health care center, serving principally a poor minority clientele when direct funding from the California Office on Aging ends on September 30, 1974.

Statement of progress to date:

Provided partial funding to day care center for elderly (On Lok) for transportation purposes.

Statement of Objective (# 10): To search out by means of visiting indigenous seniors, older citizens in need of services and ensuring that proper information is given and referrals made.

Statement of progress to date:

No significant progress in searching out means.



**EXPLANATION OF PROGRAM OBJECTIVES**  
(Complete One Set for Each Objective)

Objective 1. Develop a consolidated, central I/R system to accommodate both walk-in and telephone requests for assistance within the SFOCA central office using a common telephone network and distributing services on a neighborhood base throughout the City and County of San Francisco. This I/R system will include a follow-up component to monitor quality. The Central station will be in operation by 7/1/75 and not less than 5 neighborhood stations will be open and operating by the end of the grant year.

Rationale for Selecting Objective:

I/R services are a mandate for the AAA. If we are to address ourselves to the needs of seniors, it is necessary to provide a comprehensive I/R system which will eliminate the diffuse, duplicative and sometimes inadequate efforts of various agencies who only provide information to those people participating in their service. The key factors that will make this I/R system more effective are the location of center where Senior Citizens are and the very strong quality monitoring through the follow-up technique. As the first line of contact between Senior Citizens and the COA, I/R will become the base for coordination and planning and the continuous assessment of needs in the City.

By distributing services on a neighborhood basis, (several things are accomplished) seniors have easy access to information and on-going dialogue between the community and AAA is established. In most instances, follow-up on referrals is very limited. By staffing outreach workers in the neighborhoods, efficient followup will be established. One-to-one relationships will be established to facilitate contact and allow for review of service quality. An advocacy component of I/R would fill a need not currently met by providing short-term legal counseling to older residents of the community.

Expected Impact of Objective

The establishment of a central office with neighborhood base stations will bring information to all elderly who have access to a telephone or are able to get to a neighborhood office. The follow-up component will enable the agency to measure whether service provided was adequate and provide a base for determining unmet needs as a part of the planning process. The identification of specific needs of seniors will enable the AAA to work toward the provision of total service for Senior Citizens.

Agencies Involved

See Exhibit D-4 plus others to be developed.



## EXPLANATION OF PROGRAM OBJECTIVES

(Complete One Set for Each Objective)

Objective 2. As a supplement to the Objective 1 I/R System, a neighborhood base Supplemental Security outreach program will be implemented to identify and certify those individuals eligible for benefits under SSI. Estimated date for completion, October 13, 1975.

Rationale for Selecting Objective:

The AAA is charged with providing I/R service to older persons. Over 20% of San Francisco seniors have incomes below the poverty threshold. Many of these individuals may be eligible for Supplemental Security Income. In order to quickly and efficiently reach the maximum number of persons who may be eligible for additional benefits, the AAA will establish a SSI outreach program as a component of its neighborhood based I/R service and train outreach workers to provide this service in the areas known to have high concentration of elderly with low incomes. Such areas will include, but are not limited to Bayview Hunters Point, the Mission, Chinatown and the Tenderloin.

Expected Impact of Objective:

The neighborhood based Supplemental Security outreach program will serve to increase the level of understanding of SSA programs and eligibility that older people hold.

Agencies Involved:

See Objective 1.





## EXPLANATION OF PROGRAM OBJECTIVES

(Complete One Set for Each Objective)

Objective 3. Develop and initiate an outreach technique as a basis for a one-year outreach program specifically aimed at identifying the needs of San Francisco's isolated elderly. Such an outreach program will identify problems in the area of health, housing, energy crisis and social isolation as they relate to the elderly.

Rationale for Selecting Objective:

A number of seniors in San Francisco live in isolation because they are not highly visible or identifiable. These seniors are cut off from the mainstream of life and not recipients of service or benefits they are entitled to. The AAA will provide a direct link between these services and the delivery of service by establishing a community outreach program made up of workers who will seek out the isolated elderly in their residences and bring them into contact with community resources. Once these individuals and their needs have been identified, the data will provide the base for future direction of the AAA.

Expected Impact of Objective:

The outreach program will reach large concentration of elderly on a one-to-one relationship and hopefully identify some previously isolated individuals as well as identifying the needs of the many others who are living in concentrated neighborhoods within the City. The identification of need in these concentrated areas will provide an efficient base for provision of service in future years.

Agencies involved:

San Francisco Departments of Health, Recreation & Park, and Social Services, San Francisco Housing Authority, Social Security Administrator, and California P.U.C.



**EXPLANATION OF PROGRAM OBJECTIVES**  
(Complete One Set for Each Objective)

Objective 4. As a portion of the Information and Referral and Education components, establish a division of advocacy to review all proposed legislation and rate changes with Public Utilities at the local, State and Federal levels. Advise the Commission on the Aging and the elected representatives and officials of the impact that such legislation and rate changes will have on the elderly. Represents the elderly at P.U.C. Hearings and serve as Advocate for the Senior Citizens with other Governmental agencies. Develop methods and training techniques so the elderly may represent themselves before such agencies in the future.

Rationale for Selecting Objective:

Legislation and proposed legislation affecting older people is increasing. It is impossible and impractical to expect various organizations or individuals to obtain and process legislative information. Since there are no organized programs in San Francisco that monitor and report pending legislation. The establishment of a legislative advocacy unit to review and advise the AAA, elected representatives and the senior community is necessary. The Administration on Aging has set as a national priority for all AAA's the energy crisis. The SFCOA will, as a portion of this objective, monitor activities of the P.U.C., the state agency with the most control over the ability of the elderly consumers utility service. The AAA feels that that agency can be most effective when they are self-sufficient and independent. In order to obtain this goal, we will work toward method of self representation for the elderly.

Expected Impact of Objective:

Seniors will become more able to serve as their own advocates and lobbyist for governmental programs and activities that effect their ability to maintain independence.

Agencies involved:

San Francisco Board of Supervisors, State Legislature, U. S. Congress, P.U.C., Area Universities and Law Schools, National Senior Citizens Law Center.



EXPLANATION OF PROGRAM OBJECTIVES  
(Complete One Set for Each Objective)

Objective 5. Develop a system for coordinating nutrition programs with emphasis on providing specific social and supportive services to Nutrition program participants at 3 congregate dining sites.

Rationale for Selecting Objective:

Sometimes it is merely a lack of information which keeps people from taking needed action. Many older people could benefit from important social services which would enable them to maintain their independence. However, when some older people seek information regarding social services they tend to become confused and defeated when subjected to referral and re-referral. In San Francisco there are a number of nutrition sites which attempt to deliver needed social service. Accomplishment of this task can be measured in varying degrees of success.

It, therefore, becomes necessary for another dimension to be added to existing dining sites so that the maximum amount of funds for meals be spent on that purpose. In order to provide linkage between nutrition participants and I/R services which will result in a uniform quality of social services, the AAA will develop, coordinate and establish social service adjuncts at congregate dining sites.

Expected Impact of Objective:

Access to social services will be provided to seniors who may feel hesitant about approaching established social service agencies; thereby freeing money to provide for more better meals.

Agencies Involved:

Area Nutrition Programs, Area Educational Institutions.



**EXPLANATION OF PROGRAM OBJECTIVES**  
(Complete One Set for Each Objective)

Objective 6. Develop an educational component to meet training needs. Begin to initiate training of COA Staff and Volunteers and some nutrition State Volunteers with longer range goal providing ongoing training for the Staff of the AAA, the Commission on the Aging, community and governmental leaders, and the elderly of San Francisco. In addition to training the educational component will provide consultation regarding strategies for improving the conditions of the elderly.

Rationale for Selecting Objective:

Before any untapped resources can be brought to bear on the needs of the elderly, these potential sources of service must be made aware of the opportunities for service. To perform effectively the staff of the agencies and those working with the elderly must be exposed to the latest and most advanced information through a continuous in-service training program which will provide this most efficiently. The Commission because of its unique structure will be able to draw upon not only the various members of the academic community but also the community leaders and experts in the field of gerontology.

Expected Impact of Objective:

Seniors and those people interested in working with seniors will be continually updated in methods and approaches relating to problems of the elderly.

Agencies involved:

San Francisco Unified School District, Area Educational Institutions.





## EXPLANATION OF PROGRAM OBJECTIVES

(Complete One Set for Each Objective)

Objective 7 — Collect and analyse data on existing Transportation services in the City and County of San Francisco with special emphasis on the utilization of alternate methods by Senior Citizens as feeder and supplemental lines to the "MUNI" system. Estimated date for completion, October 1, 1975.

Rationale for Selecting Objective:

Mobility is a major priority for seniors. As their mobility increases, problems affecting seniors are more easily solved. Public transportation for seniors in San Francisco is more accessible since the adoption of the 5¢ fare and the Senior Fast Pass. However, transportation services for seniors must be further expanded and a comprehensive system must be established by providing alternative methods of transportation working in conjunction with or parallel to existing systems. Links must be provided between public and private systems, and a system must be developed to co-ordinate the use of project vans for transportation purposes. If seniors can rely on a transportation system for daily needs then the quality of their lives will be greatly improved.

Expected Impact of Objective

This necessary part of the planning process will allow the COA to develop an intelligent and comprehensive transportation plan to serve the elderly by providing the necessary data.

Agencies Involved

City Planning Department, Department of Community Development, MUNI  
" Railway, Model Cities Agency, Current Mini-Van operators



## EXPLANATION OF PROGRAM OBJECTIVES

(Complete One Set for Each Objective)

Objective 8. Based on the data obtained from Objective 5, develop a system for coordinating, pooling and expanding transportation resources for the elderly. Utilizing, operating reimbursement technique, coordinated dispatching and assignment of new vehicles to expand the already provided service.

Rationale for Selecting Objective:

It is readily agreed upon that lack of transportation is a barrier which prohibits older people from leading independent lives. Since a number of older people no longer own cars because of high insurance costs and inability to pass driving tests, it is mandatory that mass transit and alternatives to mass transit be thoroughly utilized in order to meet the routine of everyday living. Additionally, there are many seniors who suffer from dysfunction that severely limits their ability to utilize the conventional mass transit system. Upon this basis, the AAA will establish the necessary links to alternate transportation services for the elderly through the use of contracts with agencies to provide transportation service (free) or at a rate in conjunction with the income of seniors; by developing a system which will coordinate the use of project vans for seniors with special problems working to expand municipal transportation so that the range of activity option is available to older people in San Francisco.

Expected Impact of Objective:

Greater numbers of seniors will retain independence through mobility which seniors who suffer from dysfunction or apprehension about regular municipal transportation service will be provided a means to achieve mobility.

Agencies involved:

See Objective 7.



EXPLANATION OF PROGRAM OBJECTIVES  
(Complete One Set for Each Objective)

Objective 9. Formulate and develop a method to provide support and services to various groups and organizations serving the elderly. This will include the pooling and sharing of equipment, small grants for equipment and training in program development or expansion as well as the needs, characteristics and potential of the elderly.

Rationale for Selecting Objective:

Approximately 20% of San Francisco's total population is comprised of people 60 years of age and over. There are over 200 groups and agencies which offer services to seniors. Some service is fragmented as a number of those providing service are not properly trained. In order to provide comprehensive services, the AAA in conjunction with those agencies, believes it has the responsibility to provide educational training and consultation necessary to those who come into contact with seniors on a daily basis.

Those clubs and organizations that provide this most valuable service to senior citizens do so very often with minimal dues; therefore, their operating revenues are very low. It is necessary to keep the dues low so as not to discourage members but they are unable to provide programs that may be more costly and cannot afford equipment which would enhance the quality of their programs. The COA will, under this Objective, establish two sub-components in addition to the training. One will be to establish a bank of more expensive equipment such as movie projector, slide projectors, tape recorders (video and audio), etc., that would be used but infrequently by these clubs. The clubs may draw upon this equipment for short-term loan to use at there function and return promptly. The other program will provide a series of small grants under \$1000 to clubs to purchase equipment that would be used regularly to assist members. The SFOCA understands this is a new approach for California but is also aware that similar programs have been operating very effectively in other states. An additional advantage for this program is that it can be of fixed duration (1 year) allowing for maximum use of the fiscal year 73 carry-over funds. The vast majority of the funds would be expended in the current grant year in any event.

Expected Impact of Objective:

Pooling and sharing of equipment will provide the base for senior groups to become informed on issues concerning them so that they may become advocates on their own behalf. It will strengthen the functioning of the neighborhood based and citywide clubs for the aged. It will have citywide effects and demonstrate to all of the elderly that the COA is a citywide agency to assist them in achieving independence.



EXPLANATION OF PROGRAM OBJECTIVES  
(Complete One Set for Each Objective)

Objective 9 - Continued

Agencies involved:

See Exhibit D-4 plus others to be developed.





EXPLANATION OF PROGRAM OBJECTIVES  
(Complete One Set for Each Objective)

Objective 10 Formalize the structure and function of the Community Advisory Council to allow for broad community representative and to bring it into conformance with State and Federal guidelines, directives, and policies. Estimated date for completion, December, 31, 1975.

Rationale for Selecting Objective:

The primary purpose of objective 10 is to expand and enhance the role of the CAC in relation to voting rights, review of area plans and direct service grants, review of fiscal accountability, advocacy and public relations in conformance with Section 11.4 of the Manual of Policies and Procedures for Planning, Coordination, and Evaluation of Grants for Community Services by Area Agencies on Aging under Title III of the Older American Act of 1965, as amended, California Office on Aging. Also, as a part of this objective a balance will be struck between the service providers and service recipients to insure that there are sufficient methods for input from these recipients. A more formal structure will re-enforce and strengthen the advocacy role of the CAC.

Expected Impact of Objective

This objective will facilitate interaction with a broad representation of the entire community resulting in planning that reflects both community and agency perspectives.

Agencies Involved

CAC plus those listed on exhibit D-4.



EXPLANATION OF PROGRAM OBJECTIVES  
(Complete One Set for Each Objective)

Objective 11. To increase local resources, identify and obtain national resources delivered to the elderly in a 12 month period beginning with the approval of this plan document, through the coordination of existing local resources and the pooling of previously untapped or under-utilized local and national resources. The anticipated amount of resource increase will be 10%. The identification and obtainment of national resources will require close contact with federal agencies and national organizations serving the elderly.

---

Rationale for Selecting Objective:

The desire to have the agencies serving the elderly, particularly the AAA, become self-sufficient and capable of expanding and supporting their services and programs with local or national funds.

Expected Impact of Objective

To increase community involvement and increase awareness of programs that serve the elderly. To assure continued operation in the unlikely event that AOA funds are cut off.

Agencies Involved

The agencies listed on exhibit D-4 plus those developed as a part of the I&R data base.



**EXPLANATION OF PROGRAM OBJECTIVES**  
(Completes One Set for Each Objective)

Objective 12. To strengthen and formalize existing linkages with other governmental units within the City and County of San Francisco in order to identify under-utilized resources and expand existing services.

Rationale for Selecting Objective:

The largest purveyor of service in the San Francisco area is the City and County. It is only logical that the effort to pool, tap and coordinate would begin with our sister agencies in the government structure. Using the linkages already established through the Mayor's Office, the County Board of Supervisors and the Ex Officio Members of the COA.

Expected Impact of Objective:

To create a greater awareness of the needs and problems as well as the opportunities for service to the aged, the three meetings that will be held with City Departments will greatly enhance this objective.

Agencies involved:

Art Commission, Office of Manpower, Model Cities Office, Community Development, Board of Supervisors, Board of Education, City Planning Commission, Civil Service Commission, Economic Opportunity Council, Health Service System, Human Rights Commission, Public Library, Public Utilities Commission, Recreation and Park, War Memorial Trusties.



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 1)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>1</u> ) STEP 1 Develop Job descriptions for I&R Staff	Director and Deputy Director	July 1975
OBJECTIVE (# <u>1</u> ) STEP 2 Hire and Train Staff	Director Deputy Director I&R Coordinator Education Coordinator	August 1975
OBJECTIVE (# <u>1</u> ) STEP 3 Review demographic data to locate target neighborhoods for I&R sites	Planner Community Developer & Prog. Developer	August 1975
OBJECTIVE (# <u>1</u> ) STEP 4 Design operating system, forms and develop file of community resources	Evaluation Coordinator Planner I&R Coordinator	September 1975
OBJECTIVE (# <u>1</u> ) STEP 5 Submit requests for proposals to house I&R sites, review and approve proposals, and establish I&R Sites (I&R will be phased in hence 2 target Gates)	Deputy Director Comm. Devel. I&R Coordinator Planner	September 1975 November 1975
OBJECTIVE (# <u>1</u> ) STEP 6 Publicize I&R operations and open I&R headquarters (see Note Step #5)	Comm. Devel. Dept Director I&R Coordin. Prog. Develop.	September 1975 November 1975
OBJECTIVE (# <u>1</u> ) STEP 7 Evaluate service providers, update resource file	I&R Coordinator Volunteer Coord. Evaluation Coordinator	Continuous process
OBJECTIVE (# <u>1</u> ) STEP 8 Re-evaluate I&R system, forms, sites, and service	Dept. Director Evaluation Coordinator I&R Coordinator Planner	December 1975





MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 2)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>2</u> ) STEP 1 Hire & train Program Developer	Executive and Deputy Director	July 1975
OBJECTIVE (# <u>2</u> ) STEP 2 Develop and sign contracts with SSA and service contractors	Asst. Director & Deputy Director Program Developer	July 1975
OBJECTIVE (# <u>2</u> ) STEP 3 Develop SSI Alert accounting and reporting system	Evaluation Coordinator Program Devel.	July 1975
OBJECTIVE (# <u>2</u> ) STEP 4 Identify sources of volunteers and recruit and train paid and volunteer staff	Volunteer Coordinator Comm. Devel.	July 1975
OBJECTIVE (# <u>2</u> ) STEP 5 Install telephone system	Assistant Director	July 1975
OBJECTIVE (# <u>2</u> ) STEP 6 Publicize SSI Alert.	Comm. Dev. Volunteer Coord.	August 1975
OBJECTIVE (# <u>2</u> ) STEP 7 Terminate program.	Deputy Director Prog. Devel.	October 1975
OBJECTIVE (# <u>2</u> ) STEP 8 Prepare and issue final report and make recommendations for I&R System	Asst. Director	October 1975



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 3)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>3</u> ) STEP 1 Design Outreach System	Eval. Coord. Planner Comm. Develop.	August 1975
OBJECTIVE (# <u>3</u> ) STEP 2 Request and approve bids for provision of outreach services	Director Deputy Director	August 1975
OBJECTIVE (# <u>3</u> ) STEP 3 Hire, train, and place outreach workers	Director & Dep. Director Commun. Devel. Education Coord.	August 1975
OBJECTIVE (# <u>3</u> ) STEP 4 Initiate Outreach	Commun. Develop. Director of Volunteers IR Coordinator	September 1975
OBJECTIVE (# <u>3</u> ) STEP 5 Review and evaluate outreach system (periodic evaluations will be conducted)	Dep. Director Eval. Coordin. Planner	October 1975
OBJECTIVE (# <u>   </u> ) STEP 6		
OBJECTIVE (# <u>   </u> ) STEP 7		
OBJECTIVE (# <u>   </u> ) STEP 8		



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 4)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>4</u> ) STEP 1 Hire and train legislative advocate.	Director Dep. Director & Community Developer	August 1975
OBJECTIVE (# <u>4</u> ) STEP 2 Acquire printed resources and information.	Legis. Advocate Community Devel. & Planner	October 1975
OBJECTIVE (# <u>4</u> ) STEP 3 Develop liaisons with appropriate private, City State and Federal and County for information.	Legis. Advocate	October 1975
OBJECTIVE (# <u>4</u> ) STEP 4 Prepare policy statements on legislation for the Commission on Aging and appear before legislative hearings as a representative of the San Francisco Commission on the Aging.	Legis. Advocate	Continuous as Needed
OBJECTIVE (# <u>4</u> ) STEP 5 Help train Senior Citizens in the techniques of self-representation.	Legis. Advocate Commun. Devel. Education Coord. Program Devel.	November 1975
OBJECTIVE (# <u>4</u> ) STEP 6 Hold public hearings on needs of the elderly related to legislation.	Legis. Advocate Deputy Director Comm. Devel. Educ. Coordin.	December 1975
OBJECTIVE (# <u>    </u> ) STEP 7		
OBJECTIVE (# <u>    </u> ) STEP 8		



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 5)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>5</u> ) STEP 1 Review existing programs at congregate meal site.	Evaluation Coordinator Comm. Developer Volunteer Coord.	July 1975
OBJECTIVE (# <u>5</u> ) STEP 2 List needs for supportive services at congregate meal sites.	Evaluation Coordinator	August 1975
OBJECTIVE (# <u>5</u> ) STEP 3 Identify unmet needs.	Evaluation Coordinator	August 1975
OBJECTIVE (# <u>5</u> ) STEP 4 Select and approve three sites with which to develop close cooperative relationship.	Dep. Director Comm. Developer Planner	October 1975
OBJECTIVE (# <u>5</u> ) STEP 5 Prepare and enter into agreement which provides at least one supportive gap-filling service at each of three sites and which includes an evaluation component.	Executive Director	November 1975
OBJECTIVE (# <u>5</u> ) STEP 6 Cooperatively define training needs at sites	Education Coordinator Program Devel. & Comm. Devel.	November 1975
OBJECTIVE (# <u>5</u> ) STEP 7 Arrange for training. (Refer to Objective 6)	Education Coord. Program Devel. & Comm. Devel.	December 1975
OBJECTIVE (# <u>    </u> ) STEP 8		





MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (#6)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>6</u> ) STEP 1 Hire and train staff.	Executive Director Dep. Director	September 1975
OBJECTIVE (# <u>6</u> ) STEP 2 Recruit and train volunteers (loaned resources)	Ed. Coordinator Volunteer Director Comm. Devel.	September 1975
OBJECTIVE (# <u>6</u> ) STEP 3 Training needs analyses	Ed. Coord. Evaluation Coordin Comm. Devel.	October 1975
OBJECTIVE (# <u>6</u> ) STEP 4 Solicit proposals for training.	Executive Dep. Director Ed. Coordin.	October 1975
OBJECTIVE (# <u>6</u> ) STEP 5 Develop Training & evaluation techniques	Ed. Coordin. Eval. Coord Comm. Devel.	October 1975
OBJECTIVE (# <u>6</u> ) STEP 6 Review and complete agreements for training.	Exec. and Deputy Director Ed. Coord.	October 1975
OBJECTIVE (# <u>6</u> ) STEP 7 Conduct staff training conference(s).	Ed. Coordin.	November 1975 December 1975
OBJECTIVE (# <u>6</u> ) STEP 8 Conduct training for Seniors.	Ed. Coordin.	November 1975



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 6)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>6</u> ) STEP 1 Conduct training for nutrition site personnel.	Education Coordinator	December 1975
OBJECTIVE (# <u>    </u> ) STEP 2		
OBJECTIVE (# <u>    </u> ) STEP 3		
OBJECTIVE (# <u>    </u> ) STEP 4		
OBJECTIVE (# <u>    </u> ) STEP 5		
OBJECTIVE (# <u>    </u> ) STEP 6		
OBJECTIVE (# <u>    </u> ) STEP 7		
OBJECTIVE (# <u>    </u> ) STEP 8		



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 7)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>7</u> ) STEP 1 Hire and train transportation coordinator.	Executive Dep. Director	August 1975
OBJECTIVE (# <u>7</u> ) STEP 2 Collect data on MUNI and Bart Systems re: levels and quality of service (s) to Seniors.	Evaluation Coordinator Planner Assist. Direct	August 1975
OBJECTIVE (# <u>7</u> ) STEP 3 Collect data on other and alternative transportation systems.	Evaluation Coordinator Planner	September 1975
OBJECTIVE (# <u>7</u> ) STEP 4 Analyze data on the use of MUNI/BART systems, e.g., hours of day X type of passengers, X types of trips.	Evaluation Coordinator	October 1975
OBJECTIVE (# <u>7</u> ) STEP 5 Recommend any changes, report unmet needs, and suggest avenues for any necessary coordination or new equipment needed.	Asst. Direct. Eval. Coord.	November 1975
OBJECTIVE (# <u>    </u> ) STEP 6		
OBJECTIVE (# <u>    </u> ) STEP 7		
OBJECTIVE (# <u>    </u> ) STEP 8		



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 8)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>8</u> ) STEP 1 Develop links with volunteer coordinator.	Planner Volunteer Coordinator Evaluation Coordinator	August 1975
OBJECTIVE (# <u>8</u> ) STEP 2 Hire and train transportation dispatcher.	Transp & Support Coord. Education Coordinator	October 1975
OBJECTIVE (# <u>8</u> ) STEP 3 Develop criteria for cooperative agreements.	Evaluation Coord. Asst. Dir. Transprt Support Coordinator	November 1975
OBJECTIVE (# <u>8</u> ) STEP 4 Develop scheduling and routing technique.	Evaluat. Transp. & Support Coord.	November 1975
OBJECTIVE (# <u>8</u> ) STEP 5 Complete service agreements including reimbursements rates, method of dispatching and other areas of cooperation.	Asst. Dir. Transp & Support Coordin.	December 1975
OBJECTIVE (# <u>8</u> ) STEP 6 Purchase additional equipment as necessary	Asst. Dir. Transp. & Support Coord.	December 75
OBJECTIVE (# <u>    </u> ) STEP 7		
OBJECTIVE (# <u>    </u> ) STEP 8		





MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (# 9)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>9</u> ) STEP 1 Recruit, hire and train project staff.	Assist. Dir. Deputy Dir.	September 1975
OBJECTIVE (# <u>9</u> ) STEP 2 Develop forms and techniques and inventory system.	Evaluator Equip. Control Officer	September 1975
OBJECTIVE (# <u>9</u> ) STEP 3 Identify organizations serving the elderly	Planner Comm. Level	September 1975
OBJECTIVE (# <u>9</u> ) STEP 4 Analyze needs of the organizations	Evaluation Comm. Dev. Asst. Dir	October 1975
OBJECTIVE (# <u>9</u> ) STEP 5 Establish criteria and requirements for grants.	Assist. Dir. Equip. Control Comm. Level.	October 1975
OBJECTIVE (# <u>9</u> ) STEP 6 Acquire bank of loan equipment and prepare and affix necessary inventory identification	Equip. Control Officer	October 1975
OBJECTIVE (# <u>9</u> ) STEP 7 Develop and design training program for officers and members based on needs	Educ. Coord.	November 1975
OBJECTIVE (# <u>9</u> ) STEP 8 Develop cooperative agreements with organizations for sharing resources		November 1975



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (#10)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE ( <u>#10</u> ) STEP 1 Analyze City's sub-groups and neighborhood structures	Planner	September 1975
OBJECTIVE ( <u>#10</u> ) STEP 2 Hold community meetings to elicit proposals for restructuring COA (to be more representative and community-responsive).	Dep. Director Comm. Developer Planner	October 1975
OBJECTIVE ( <u>#10</u> ) STEP 3 Recommend revised structure to CAC and COA	Executive Director  Dep. Director	November 1975
OBJECTIVE ( <u>#10</u> ) STEP 4 Obtain approval for restructuring from CAC & COA	Executive Director  Dep. Director	December 1975
OBJECTIVE ( <u>#10</u> ) STEP 5 Hold CAC elections	Comm. Developer Planner	December 1975.
OBJECTIVE ( <u>#</u> ) STEP 6		
OBJECTIVE ( <u>#</u> ) STEP 7		
OBJECTIVE ( <u>#</u> ) STEP 8		



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (#11)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>11</u> ) STEP 1 Compile Community Resource file	Planner I&R Coordinator	November 1975
OBJECTIVE (# <u>11</u> ) STEP 2 Utilizing education component to increase community awareness to the needs of the elderly and thereby encourage expansion of services for the elderly to meet these needs	Education Coordinator	Ongoing
OBJECTIVE (# <u>11</u> ) STEP 3 Identify and locate potential sources of new volunteers throughout the community.	Volunteer Director	Ongoing
OBJECTIVE (# <u>11</u> ) STEP 4 Develop linkage mechanisms for utilizing new volunteers in agencies serving the elderly.	Volunteer Director	Ongoing
OBJECTIVE (# <u>11</u> ) STEP 5 Identify and expand potential organizations and in-kind resources for serving the elderly	Executive Asst. Dir. Depty Dir.	Ongoing
OBJECTIVE (# <u>    </u> ) STEP 6		
OBJECTIVE (# <u>    </u> ) STEP 7		
OBJECTIVE (# <u>    </u> ) STEP 8		



MAJOR ACTION STEPS TO ACHIEVE OBJECTIVE (#12)

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
OBJECTIVE (# <u>12</u> ) STEP 1 Hire and train program developer	Director & Asst. Dir	August 1975
OBJECTIVE (# <u>12</u> ) STEP 2 Contact and survey city and county gov't departments to determine level of services for the elderly	Program Developer Eval. Coord.	September 1975
OBJECTIVE (# <u>12</u> ) STEP 3 Meet with all government department heads to discuss expansion and coordination of services or resources	Dep. Director Prog. Devel. Planner	October 1975
OBJECTIVE (# <u>12</u> ) STEP 4 Meet bi-monthly with representatives of departments that exercise an impact upon the elderly population.	Prog. Devel. Planner Eval. Coord	December 1975
OBJECTIVE (# <u>    </u> ) STEP 5		
OBJECTIVE (# <u>    </u> ) STEP 6		
OBJECTIVE (# <u>    </u> ) STEP 7		
OBJECTIVE (# <u>    </u> ) STEP 8		





**SECTION F: PLAN FOR AREA AGENCY ACTIVITIES**

(The area agency understands that all the activities proposed in this Section must be carried out in close conformance with the provisions prescribed in Section B of this Plan)



## SUMMARY BUDGET FOR AREA AGENCY ON AGING ACTIVITIES A, B AND C

Budget Category	Percentage of Total Budget by Activity				Total III Funds Requested	Non-Federal Matching Funds	Total Budget	Other Resources
	A	B	C					
1. Personnel (Name & Title):	\$	\$	\$	\$	\$	\$	\$	\$
Frapp Benefits								
2. Travel (Itemize):								
3. Equipment & Supplies (Itemize):								
4. Other (Itemize):								
5. Total Direct Costs:				\$	\$	\$	\$	
6. Total Indirect Costs:				\$	\$	\$	\$	
7. Total Costs:				\$	\$	\$	\$	

A - Construction of the Center, if such facilities at up to 15% Federal Matched; AA - Development and Administration of the Area Plan

B - Personnel of the Center, if such facilities at up to 20% Federal Match; AB -

C - Personnel of the Center, if such facilities at up to 30% Federal Match; AC -

D - Personnel of the Center, if such facilities at up to 40% Federal Match; AD -

E - Personnel of the Center, if such facilities at up to 50% Federal Match; AE -

F - Personnel of the Center, if such facilities at up to 60% Federal Match; AF -

G - Personnel of the Center, if such facilities at up to 70% Federal Match; AG -

H - Personnel of the Center, if such facilities at up to 80% Federal Match; AH -

I - Personnel of the Center, if such facilities at up to 90% Federal Match; AI -

J - Personnel of the Center, if such facilities at up to 100% Federal Match; AJ -



SUMMARY BUDGET FOR AREA AGENCY ON AGING ACTIVITY A:  
AAA DEVELOPMENT AND ADMINISTRATION OF THE AREA PLAN (PROGRAM PLANNING)

Exhibit F-1 - Supplement A

Budget Category	Percentage of Total Budget for Activity		Title III Funds ACTIVITY A	Non Federal Matching ACTIVITY A	Total Budget ACTIVITY A	Other Revenues
	A	B				
1. Personnel (Name & Title):	2		2	\$	\$	\$
Fringe Benefits						
2. Travel (Itemize):						
3. Equipment & Supplies (Itemize):						
4. Other (Itemize):						
5. Total Direct Costs:			\$	\$	\$	
6. Total Indirect Costs:			\$	\$	\$	
7. Total Costs:			\$	\$	\$	

A - Amount requested in grant to HHS Federal Worksheet AAA Development and Administration of the Area Plan  
 B - Contribution of the City, County or Existing Services Funds available in the grant period for the activity  
 C - Portion of Activity not Unexpended Revenues (if not available at the end of the grant period, state "N/A")



**SUMMARY BUDGET FOR AREA AGENCY ON AGING ACTIVITY B:  
COORDINATION OF THE DELIVERY OF EXISTING SERVICES.**

Exhibit F-1 - Supplement B

Budget Category	Percentage of Total Budget by Activity		Total Funds Available ACTIVITY B	Non-Federal Matching Fund ACTIVITY B	Total Budget ACTIVITY B	Other Resources
	0	1				
1. Personnel (Name & Title):		\$	\$	\$	\$	\$
Private Director						
2. Travel (Itemize):						
Equipment & Supplies (Itemize):						
4. Other (Itemize):						
5. Total Direct Costs		\$	\$	\$	\$	
6. Total Indirect Costs		\$	\$	\$	\$	
7. Total Costs		\$	\$	\$	\$	

A - (If not applicable, attach to 705 Federal Worksheet) AA Development and Administration of the Area Plan

B - Coordination of the Delivery of Existing Services (Adult Services, Adult Day Care, Senior Center, etc.)

C - Funding of All and Not Utilized Resources (Funds available at up to 10% Federal Match)





SUMMARY BUDGET FOR AREA AGENCY ON AGING ACTIVITY C:  
POOLING OF AVAILABLE BUT UNTAPPED RESOURCES

Budget Category	Percentage of Total Budget by Activity		Total FY Funds Received ACTIVITY C	Non-Federal Matching Funds ACTIVITY C	Total Budget ACTIVITY C	Other Resources
	A	C				
1. Personnel (Name & Title):			\$	\$	\$	
Foreign Service:						
2. Travel (Name):						
3. Equipment & Supplies (Name):						
4. Other (Name):						
5. Total Direct Costs: _____			\$	\$	\$	
6. Total Indirect Costs: _____			\$	\$	\$	
7. Total Costs: _____			\$	\$	\$	



## ACTION PLAN FOR PLANNING

Page 1 of 2

☐ for first 90 days☐ for the first year of the plan

Set forth the plan developed by the Area Agency for carrying out an on-going process of planning, including the methods by which the area agency intends to: (a) establish and re-define objectives and priorities; (b) develop action programs to achieve the objectives; and (c) conduct on-going data gathering and analysis activities related to the needs of the elderly and the resources available to meet such needs. In addition, set forth the steps proposed to improve the operational efficiency, increase the capacity, and integrate, to the extent feasible, the components of the service delivery system in the planning and service area.

We regard the planning function of the San Francisco Area Agency on Aging to be a fundamental task because the products of such planning affect and, in fact, largely predetermine the extent and quality of the rest of the AAA's activities. Therefore, only the most essential activities of the Agency were included under the rubric of "planning". These are:

- I. identifying needs;
- II. selecting and effecting the most appropriate route to meeting those needs (by assigning and locating them in the best way and by maximizing the use of available resources); and
- III. evaluating the success of the Agency's and others' efforts in attempting to meet those needs.

---

I. Identifying needs

The needs with which this Agency shall be concerned are those of individual senior citizens and of groups of seniors -- especially those with lower incomes and minority-group members. Some needs will be purposefully documented (by survey, at hearings, and using demographic data) and others will be accumulated and recorded as they are brought to our attention. We shall also, of course, pay attention to more general problems of and concerns about aging as they are identified by researchers and decision-makers.

- II. The process of planning to meet needs most efficiently and with maximum success appears to require several separable activities on the part of Agency staff.

The first of these is to determine the best way to approach any particular issue. One way in which some needs will be met by this Agency is by contract. Another is by direct service, i.e., hiring and training staff and facilitating their job-specific performance. Siting will also be an important part of this process as will be the identification of existing and potential resources -- human, material, and services.



## ACTION PLAN FOR PLANNING

Page 2 of 2

☐ for first 90 days☐ for the first year of the plan

Set forth the plan developed by the Area Agency for carrying out an on-going process of planning, including the methods by which the area agency intends to: (a) establish and re-define objectives and priorities; (b) develop action programs to achieve the objectives; and (c) conduct on-going data gathering and analysis activities related to the needs of the elderly and the resources available to meet such needs. In addition, set forth the steps proposed to improve the operational efficiency, increase the capacity, and integrate, to the extent feasible, the components of the service delivery system in the planning and service area.

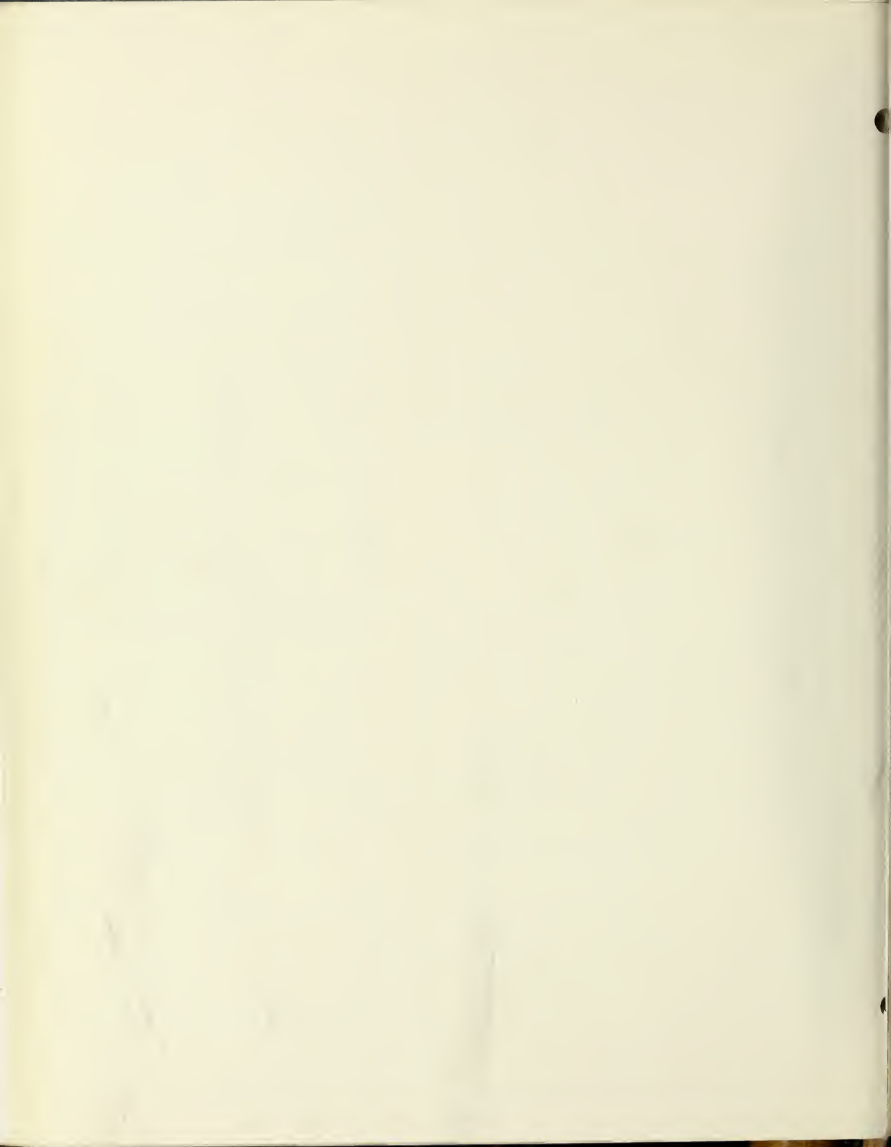
III. Evaluation will be another major emphasis within this Agency. Besides the level of evaluation necessary to select staff and contractors, that required for the assessment of such things as "efficiency", "quality" and relative "success" will also be fundamental to the activities of the Agency. Community input and feedback into the process will be encouraged.

It is anticipated that some evaluation and restructuring of individual tasks will occur at both regular, programmed times and irregularly, as required. Since these changes will occur in response to changing needs and changing resources, the constant reassessment of both will be promoted.



SUMMARY OF MAJOR STEPS IN  
ACTION PLAN FOR PLANNING

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
<b>EXHIBIT F-2 STEP 1</b>  Hire a Planner	Planner	June/July 1975
<b>STEP 2</b>  Planner reviews existing documents and initiates process by which community input is obtained.	Planner	July 1975
<b>STEP 3</b>  Assess needs for I/R by neighborhood and select three neighborhoods for I/R.	I/R Coordin.	August 1975 October 1975
<b>STEP 4</b>  Assess the need for training and further education and training of COA staff, volunteers, the COA, Community and Governmental leaders, and older residents of SFO	Education Coordinator	September 1975
<b>STEP 5</b>  Analyze City's community & neighborhood struc.	Community Developer	September 1975
<b>STEP 6</b>  Develop and submit Area Plan for Budget Year 3	Planner	September (30) 1975
<b>STEP 7</b>  Assess consumer viewpoint on and satisfaction with I/R	I/R Coordin.	October 1975
<b>STEP 8</b>  Hold community meetings to review criteria for, and possible methods of restructuring CAC	Dir. Dep. Dir. & Commun. Devel. & Plnr	October 1975





SUMMARY OF MAJOR STEPS IN  
ACTION PLAN FOR PLANNING

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
<b>EXHIBIT F-2 STEP 1</b> Conduct staff, education and training conferences	Educ. Devel.	November 1975 December 1975
<b>STEP 2</b> Recommend revised structure of CAC to CAC & COA	Dir. Dept. Dir. Commun. Develop. and Planner	November 1975
<b>STEP 3</b> Obtain approval of restructuring of CAC by CAC and COA and hold appropriate elections	Dir. Dep. Direc. Commun. Develop. and Planner	December 1975
<b>STEP 4</b>		
<b>STEP 5</b>		
<b>STEP 6</b>		
<b>STEP 7</b>		
<b>STEP 8</b>		



## ACTION PLAN FOR COORDINATING THE DELIVERY OF EXISTING SERVICES

☐ for the first 90 days☐ for the first year of the plan

Set forth the plan developed by the Area Agency for providing for coordinating the delivery of existing services affecting the elderly. Include the agency(ies) to be involved, whether the Area Agency or another agency will have lead responsibility for such activity(ies), and the geographic area within the planning and service area to be affected.

The Area Agency will coordinate the provision of services in the areas of transportation, nutrition and health-related needs. The Agency will also promote the expansion and upgrading of those services through advocacy, contacts, and inter-agency agreements -- in order to best assure an equitable share of supportive services to the older people of the City.

The process of training community group members, developing equipment grants, conducting transportation studies and assessing needs is one means of arriving at a broad-based coordination effort between April and December, 1975.



SUMMARY OF MAJOR STEPS IN ACTION PLAN FOR  
COORDINATING THE DELIVERY OF EXISTING SERVICESTOTAL BUDGET  
FOR THIS ACTIVITY  
\$ \_\_\_\_\_

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
<b>EXHIBIT F-3 STEP 1</b> Educate in whatever ways appropriate to increase community awareness of needs of elderly & promote expansion of services.	Education Coordinator	On-going
<b>STEP 2</b> Provide on-going technical assistance.	As appropriate	On-going
<b>STEP 3</b> Develop linkage mechanisms for utilizing new volunteers in agencies serving elderly.	Volunteer Director	On-going
<b>STEP 4</b> Designate staff liaison to each contractor & SSA	Deputy Director	July 1975
<b>STEP 5</b> Develop & sign contracts & working agreement with SSA & service contractors.	Asst. Dir. Deputy Dir. Prog. Develop	July 1975
<b>STEP 6</b> Review existing programs at congregate meal sites	Eval. Coordin. Commun. Devel. Vol. Coordin.	July 1975
<b>STEP 7</b> Determine met & unmet needs at congregate meal sites for nutrition and supportive services.	Evaluation Coordinator	August 1975
<b>STEP 8</b> Develop links with volunteer coordinator re: transportation.	Planner Vol. Coordin. Eval. Coordin.	August 1975



Page 2 of 5SUMMARY OF MAJOR STEPS IN ACTION PLAN FOR  
COORDINATING THE DELIVERY OF EXISTING SERVICESTOTAL BUDGET  
FOR THIS ACTIVITY  
\$ \_\_\_\_\_

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
EXHIBIT F-3 STEP 9 Select three meal sites with which to develop close cooperative relationships.	Deputy Director Commun. Develop Planner	Sept., 1975
STEP 10 Recruit & train volunteers (loaned resources)	Educ. Coordin. Vol. Coordin. Commun. Develop.	Sept., Dec., '75
STEP 11 Design inventory system.	Evaluation Coord. Equipment Control Officer	Sept., 1975
STEP 12 Establish I.D. codes for equipment.	Equipment Control Officer	Sept., 1975 & On-going
STEP 13 Develop liaison with appropriate private, local, state and federal government offices for sup- ply of information.	Legislative Advocate	October 1975
STEP 14 Cooperatively define training needs.	Educat'n. Coordin Program Develop	Oct.-Nov., 1975
STEP 15 Solicit proposals for training.	Exec. Director Deputy Dir. Educ. Coordinator	October 1975
STEP 16 Review & complete agreements for training.	Exec. Director Education Coord.	October 1975





SUMMARY OF MAJOR STEPS IN ACTION PLAN FOR  
COORDINATING THE DELIVERY OF EXISTING SERVICESTOTAL BUDGET  
FOR THIS ACTIVITY  
\$ \_\_\_\_\_

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
<b>EXHIBIT F-3 STEP 17</b> Develop training and evaluation techniques.	Educ. Coordin. Eval. Coordin. Commun. Develop.	October 1975
<b>STEP 18</b> Analyze data on use of MUNI and BART systems: rates, hours, ridership, nature of trips.	Eval. Coordin.	October 1975
<b>STEP 19</b> Hire and train transportation dispatcher.	Exec. Director Deputy Director	October 1975
<b>STEP 20</b> Establish criteria and requirements for grants.	Assist. Director Equipment Control Officer Commun. Develop.	October 1975
<b>STEP 21</b> Meet with dept. heads in SF county & other agencies to obtain agreements for services to seniors	Deputy Director Program Developer Planner	Oct.-Nov. 1975
<b>STEP 22</b> Conduct training for senior clubs & organizations	Education Coordin.	November 1975.
<b>STEP 23</b> Recommend changes, needs and avenues for coordination and new equipment for MUNI, BART, etc.	Assist. Director Eval. Coordin.	November 1975
<b>STEP 24</b> Develop criteria for cooperative agreements.	Eval. Coordin. Assist. Director Transp./Support Coordin.	November 1975



SUMMARY OF MAJOR STEPS IN ACTION PLAN FOR  
COORDINATING THE DELIVERY OF EXISTING SERVICESTOTAL BUDGET  
FOR THIS ACTIVITY  
\$

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
EXHIBIT F-3 STEP 25 Develop scheduling & routing techniques for transportation.	Eval. Coordin. Transp./Support Coordin. Transp. Coordin.	November 1975
STEP 26 Develop cooperative agreements with groups for sharing resources.	All appropriate staff	November 1975
STEP 27 Solicit requests for grant & loan programs.	Equipment Control Officer	November 1975
STEP 28 Announce grant & loan program.	Equip. Control Officer Commun. Develop.	November 1975
STEP 29 Develop training program for officers & members based on needs.	Educ. Coordin.	November 1975
STEP 30 Conduct training for nutrition site personnel.	Educ. Coordin. Commun. Develop.	December 1975
STEP 31 Complete service agreements including reimburse- ment rates & method of dispatching, etc.	Assist. Director Transp./Support Coordin.	December 1975
STEP 32 Hold training sessions for borrowing & use of equipment.	Educ. Coordin. Equip. Control Officer	December 1975



SUMMARY OF MAJOR STEPS IN ACTION PLAN FOR  
COORDINATING THE DELIVERY OF EXISTING SERVICESTOTAL BUDGET  
FOR THIS ACTIVITY  
\$ \_\_\_\_\_

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
EXHIBIT F-3 STEP 33 Review requests and grant equipment loans to clubs, etc.	Equip. Control Officer Commun. Devel.	December 1975
STEP 34 Review and evaluate requests & loan process.	Equip. Control Officer Commun. Devel.	December 1975
STEP 35 Conduct bi-monthly meetings with departments which deal with elderly or have impact on them.	Eval. Coordin. Prog. Develop. Planner	December 1975
STEP 36		
STEP 37		
STEP 38		
STEP 39		
STEP 40		



ACTION PLAN FOR POOLING OF AVAILABLE  
BUT UNTAPPED RESOURCES☐ for the first 90 days☐ for the first year of the plan

Set forth the plan developed by the Area Agency for the pooling of available but untapped resources. Include the agency(ies) to be involved, whether the area agency or another agency will have lead responsibility for such activity(ies), and the geographic area within the planning and service area which will be affected. The plan should give special emphasis to: (a) the Adult Social Services and Medical Services Programs under the Social Security Act; (b) programs under Titles VI and VII of the Older Americans Act; (c) General Revenue Sharing funds; and (d) the information and referral services available in the District Offices of the Social Security Administration.

Pooling of existing but heretofore untapped resources within San Francisco is an important function of the AAA. This process results in an actual increase of resources or services to the elderly and is often the result of a well implemented planning and coordinating process. Therefore, several functions listed here as part of the pooling process are, in fact, related to planning and coordination.

Major functions of the pooling process are:

A) Identification of untapped resources.

Identification of sources of new volunteers to work in programs serving the elderly. The Volunteer Bureau, Dept. of Vocational Rehabilitation, ACTION programs, and other agencies will be contacted to determine how many volunteers from those agencies work with the elderly.

Identification of alternative transportation systems that might be used to provide services to the elderly. Agencies which have purchased vans through federal funds will be approached to ascertain how existing vans can best be utilized.

Identification of existing MUNI and BART programs that might expand or upgrade services to the elderly.

Identification of governmental units in San Francisco which have major impact -- either direct or indirect -- on the elderly and which might increase or upgrade services or resources. The Depts. of Health and Recreation and Park and the San Francisco Housing Authority will be approached in this way.

Identification of congregate meal providers who can increase or upgrade services to the elderly.





ACTION PLAN FOR POOLING  
OF UNTAPPED RESOURCES

PLANNING AND SERVICE AREA

EXHIB. T F 4

Page 2 of 2

ACTION PLAN FOR POOLING OF AVAILABLE  
BUT UNTAPPED RESOURCES

☐ for the first 90 days

☐ for the first year of the plan

Set forth the plan developed by the Area Agency for the pooling of available but untapped resources. Include the agency(ies) to be involved, whether the area agency or another agency will have lead responsibility for such activity(ies), and the geographic area within the planning and service area which will be affected. The plan should give special emphasis to: (a) the Adult Social Services and Medical Services Programs under the Social Security Act; (b) programs under Titles VI and VII of the Older Americans Act; (c) General Revenue Sharing funds; and (d) the information and referral services available in the District Offices of the Social Security Administration.

B) Collection and analysis of data regarding these resources.

Collect and analyze data on MUNI and BART programs (such as rate of use by the elderly hours per day) alternative transportation systems, the level of services to the elderly within various government units and within volunteer agencies to determine how best to increase resources and services.

C) Increase commitments from public and private agencies through education and training re the needs and problems of the elderly.

Increase commitments of the above public and private agencies to provide more access to their services and resources or to provide additional or improved services and resources to the elderly. This objective might best be met by educating and training them to be sensitive to the needs and problems of this population.



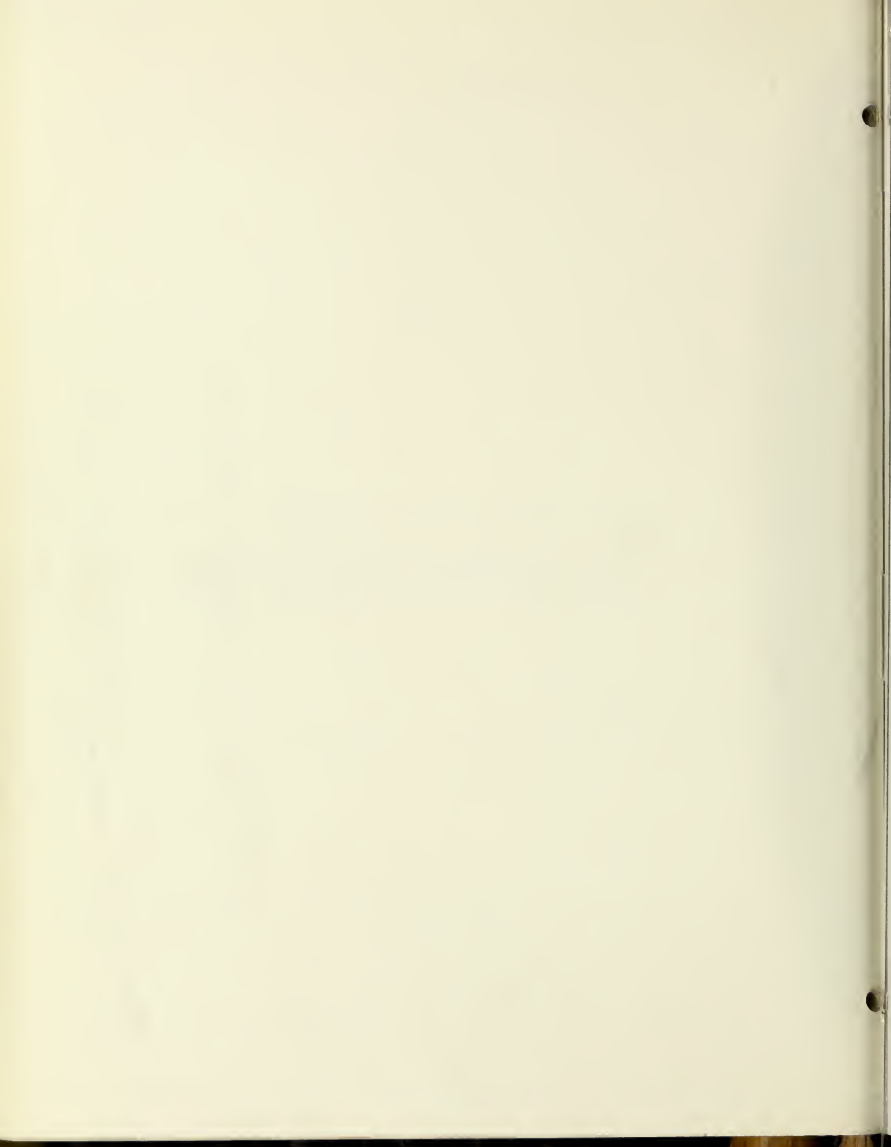
SUMMARY OF MAJOR STEPS IN ACTION PLAN FOR  
POOLING AVAILABLE BUT UNTAPPED RESOURCESPage 1 of 1TOTAL BUDGET  
FOR THIS ACTIVITY  
\$ \_\_\_\_\_

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
<b>EXHIBIT F-4 STEP 1</b> Identification of sources for new volunteers, alternative transportation systems, MUNI/BART programs and governmental units that might expand services or resources for the elderly	Program Develop. Community Dev. & Planner	Sept. 1975
<b>STEP 2</b> Collection and Analysis of data on these public and private agencies in order to determine how best to increase resources and services		Nov. 1975
<b>STEP 3</b> Educate and train these public and private agen- cies in order to establish linkages between re- sources & services.	Education Program & Community Developer	Dec. 1975
<b>STEP 4</b>		
<b>STEP 5</b>		
<b>STEP 6</b>		
<b>STEP 7</b>		
<b>STEP 8</b>		



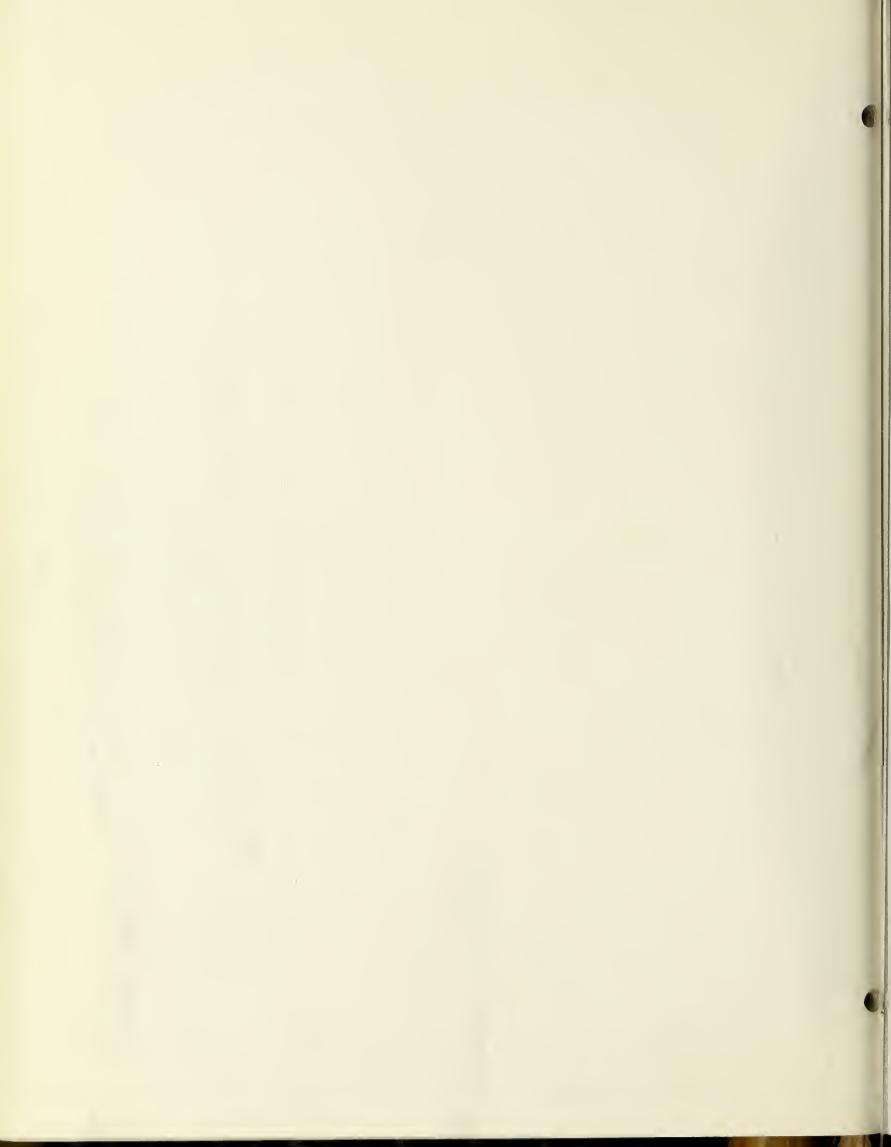
**SECTION G: PLAN FOR THE DELIVERY OF SERVICES**

(The area agency understands that all the activities proposed in this Section must be carried out in close conformance with the provisions prescribed in Section B of this Plan)



## SUMMARY BUDGET FOR DELIVERY OF SERVICES

BUDGET CATEGORY	GAP-FILLING SERVICES			TOTAL BUDGET
1. Personnel:	\$ _____	_____	_____	\$ _____
2. Travel:	\$ _____	_____	_____	\$ _____
3. Equipment and Supplies:	\$ _____	_____	_____	\$ _____
4. Other:	\$ _____	_____	_____	\$ _____
5. Total Direct Costs:	\$ _____	_____	_____	\$ _____
6. Indirect Costs: (_____ %)	\$ _____	_____	_____	\$ _____
7. Total Costs (Sum of lines 5. and 6.):	\$ _____	_____	_____	\$ _____
8. Title III Funds Requested:	\$ _____	_____	_____	\$ _____
9. Non-Federal Matching Funds:	\$ _____	_____	_____	\$ _____
10. Total Budget (Sum of lines 7. and 8.):	\$ _____	_____	_____	\$ _____
11. Other Resources:	\$ _____	_____	_____	\$ _____





## ACTION PLAN FOR SUPPORTING SERVICES

☐ for the first 90 days☐ for the first year of the plan(Discuss each service proposed separately)

Set forth the plan developed for implementing supporting services (information and referral, outreach, transportation, and escort). Identify the agency with lead responsibility for each service(s), the number of older persons to be affected with emphasis on low income and minority older persons, and the geographic area within the planning and service area to be affected. The plan should identify the need for the service proposed, and the relationship of this service to existing services in the area (if applicable).

A key to the value and success of any social service is its accessibility to and utilization by those for whom it was intended. The function of the supportive services component of the COA, in accord with the directives of Title III of the Older Americans Act, is to facilitate access to and use of the services which are available for seniors in San Francisco. It shall carry this out by providing information and referral services, transportation and outreach.

The COA places high priority on seniors being knowledgeable about existing services to which they have a right and on taking advantage of these services.

A consolidated Information and Referral system will be developed and operated within the Commission office and in neighborhoods throughout the city. It will provide walk-in and telephone assistance and follow-up to monitor quality. (Obj. 1)

An outreach system will be established on two levels: 1) to identify and certify individuals eligible for Supplemental Security Income benefits; and 2) to identify the needs of San Francisco's isolated elderly with special emphasis on low-income and minority individuals. (Obj. 2 & 3)

In fulfilling its goal of relating to a facilitating coordination of senior nutrition programs, the COA plans to assist three selected sites in identifying and impacting supportive service needs. (Obj. 5)

The agency will improve accessibility and use of services available to seniors by coordinating use of existing transportation facilities and expanding supply. (Obj. 7 & 8)

In order to support and serve senior groups and organizations, we will provide technical assistance and develop a method to pool and share equipment and provide some additional equipment as well. (Obj. 9)

As a foundation for the Planning and Information and Referral activities, we will place high priority on strengthening the inventory of community resources along with an objective evaluation of the quality of such resources. This will have direct impact on future planning for our supportive service actions.



## SUPPORTIVE SERVICES PROGRAM INFORMATION

Identify, under each supportive service category\* for which Title III funds are to be allocated, each program to be funded. For each program state the following:

- the major objective(s) of the program;
- the unduplicated number of older persons estimated to be served;
- the unduplicated number of low income persons estimated to be served;
- the unduplicated number of minority persons estimated to be served;
- the geographical area to be served;
- the total budget i.e. Title III funds, non-Federal matching funds and other resources if applicable.

\*Supportive service categories are:

- 142 -

Information and Referral;  
Outreach;  
Transportation;  
Escort.

(Attach Continuation Sheets as Needed)



SUMMARY OF MAJOR ACTION STEPS IN  
ACTION PLAN FOR SUPPORTING SERVICES

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
EXHIBIT G-2 STEP 1 Maintain continuous I & R service and education.	All appropriate staff I/R Coordinator	On-going
STEP 2 Review neighborhoods for special I & R need and identity potential sites for neighborhood-based I & R stations.	Program Develop. Commun. Develop. Planner	July, 1975
STEP 3 Solicit, review and approve locations for neighborhood I & R stations.	Dep. Dir. Commun. Develop I/R Coordin. Planner	July, August, October, 1975
STEP 4 Equip I & R component.	Program Develop. Equip. Control Officer Commun. Develop.	July, September, 1975
STEP 5 Design I & R operating system & forms	Eval. Coordin. Planner I/R Coordin.	July, 1975
STEP 6 Hire, train, place I & R workers.	Exec. and Dep. Dir. I/R Coordin. Educ. Coordin. Commun. Develop.	July, September 1975
STEP 7 Publicize opening of I & R system	Dep. Dir. Commun. Develop. I/R Coordin. Prog. Develop.	July, August, September
STEP 8 Design, test, implement I & R consumer satisfaction measurement system.	Eval. Coordin. Commun. Develop.	July through October



SUMMARY OF MAJOR ACTION STEPS IN  
ACTION PLAN FOR SUPPORTING SERVICES

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
<b>EXHIBIT G-2STEP 9</b> Develop & sign contracts with SSA and service providers for SSI Alert outreach. Develop accounting & reporting system for SSI outreach.	Assist. Dir. Dep. Dir Prog. Develop.	July, 1975
<b>STEP 10</b> Recruit & train paid & volunteer SSI outreach staff.	Exec.& Dep. Dirs. Vol. Coordin. Commun. Develop	July, 1975
<b>STEP 10b</b> Install telephone system	Assist. Dir.	July, 1975
<b>STEP 11</b> Design and initiate wide outreach to isolated seniors for need assessment.	Commun. Develop. Eval. Coordin. Planner	July, Aug, 1975
<b>STEP 12</b> Publicize SSI Alert outreach.	Commun. Develop. Vol. Coordin.	August, 1975
<b>STEP 13</b> Establish neighborhood I & R stations	Dep. Dir. Commun. Develop. Planner I/R Coordin.	August, October, 1975
<b>STEP 14</b> Formal opening of I & R system in central headquarters.	Exec. Dir. I/R Coordin. Commun. Develop.	August, 1975
<b>STEP 15</b> Identify senior groups & organizations, analyze needs; recruit, hire & train staff; develop techniques & forms (obj. 9)	Exec.&Deputy Dirs Commun. Develop Planner Eval. Coordin. Educ. Coordin.	September, 1975
<b>STEP 16</b> Evaluate I & R service, locations and utilization		September, December, 1975





SUMMARY OF MAJOR ACTION STEPS IN  
ACTION PLAN FOR SUPPORTING SERVICES

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
<b>EXHIBIT G-2STEP 17</b> Evaluate service providers.	Dep. Dir. Eval. Coordin. Commun. Develop. Prog. Develop.	Oct., Nov., 1975
<b>STEP 18</b> Terminate SSI Alert outreach program; issue final report on SSI outreach and make recommendations to I & R system.	Dep.-Dir. Eval. Coordin. Commun. Develop. Prog. Develop.	October 1975
<b>STEP 19</b> Review & update I & R data base.	Dep. Dir. Eval. Coordin.. I/R Coordin. Prog. Develop. Planner	October 1975
<b>STEP 20</b> Evaluate total outreach system.	same	October 1975
<b>STEP 21</b> Prepare & enter into contract with three congregate meal sites to provide supportive services.	Executive Director	October, November 1975
<b>STEP 22</b> Complete transportation service agreements including rates & methods & areas of cooperation. Hire & train transportation dispatcher.	Assist. Dir. Transp./Support. Coordin.	October 1975
<b>STEP 23</b> Purchase transportation equipment.	Assist. Dir. Transp./Support Coordinator	October, November 1975
<b>STEP 24</b> Evaluate I & R system & forms	Dep. Dir. Eval. Coordin. I/R Coordin. Planner	December 1975



## ACTION PLAN FOR GAP-FILLING SERVICES

☐ for the first 90 days☐ for the first year of the plan(Discuss each service proposed separately)

Set forth the plan developed for implementation of gap-filling services. Identify such service(s) proposed, the agency with lead responsibility for such service(s), the number of older persons to be affected, with emphasis on low income and minority older persons, and the geographic area within the planning and service area to be affected. The plan should identify the need for the service proposed, and the relationship of this service to existing services in the area (if applicable).

Coordination of services is a primary concern of the SFAAA, as is pooling of untapped resources. While many small programs that serve the elderly function well, often these programs might expand or improve their service if equipment were made available for their projects. At present there is no central equipment bank from which these programs are able to borrow equipment. In order to support and expand these existing resources and in addition coordinate their services, the AAA will establish a central loan bank that contains such equipment as tape recorders, movie and slide projectors, tables, chairs, coffee pots. This loan bank will be regulated by the AAA for groups meeting certain preestablished criteria.

The components of the plan for gap-filling are: surveying the urgent needs for and informing existing programs of the proposed existence of the equipment loan bank, purchasing said equipment, and maintaining a system of loans from the equipment bank.

In the surveying of needs, agencies sponsoring Senior Citizens Clubs, such as the World Council of Churches, Catholic Social Services, San Francisco Housing Authority, Board and Care Associations, will be contacted to determine their most urgent needs for equipment.



## GAP-FILLING SERVICES PROGRAM INFORMATION

Identify any gap-filling program to be funded. For each program state the following:

- the major objective(s) of the program;
- the unduplicated number of older persons estimated to be served;
- the unduplicated number of low income persons estimated to be served;
- the unduplicated number of minority persons estimated to be served;
- the geographical area to be served;
- the total budget i.e. Title III funds, non-Federal matching funds and other resources if applicable.



SUMMARY OF MAJOR ACTION STEPS IN  
ACTION PLAN FOR GAP-FILLING SERVICES

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
EXHIBIT G-3 STEP 1 Hires & Trains Equipment Control Officer	Director Deputy Dir. & Community Developer	August 1975
STEP 2 Survey Agencies sponsoring Senior Citizen programs and others to determine most urgent equipment needs	Program Devel. Comm. Developer Dir. of Volunteers	August 1975
STEP 3 Purchase & establish Equipment Loan Bank	Dep. Director Equip & Cont Ofcr Community Develop- er	October 1975
STEP 4 Maintain ongoing system for loans of equipment	Equipment Control Officer	Continuous
STEP 5 Evaluation of Equipment Loan Bank and assessment of other equipment needs	Equipment Cont. Officer Evaluation Comm. Devel.	December 1975
STEP 6		
STEP 7		
STEP 8		





# ACTION PLAN FOR THE INCLUSION OF MINORITY INDIVIDUALS IN GRANTS AND CONTRACTS

Provide the following:

A. The number of total population in the PSA;	<u>715,674</u>
B. The number of total minority population in the PSA;	<u>204,488</u>
C. The percentage of minority individuals within the planning and service area;	<u>28.5%</u>
D. The total resources to be allocated to grants and contracts under the area plan;	<u>202,557</u>
E. The minimum proportion of resources to be allocated for minority operated grants or contracts (i.e., C x D above);	<u>57,729</u>
F. The resources presently allocated to grants and contracts under the area plan;	<u>202,557</u>
G. The proportion of resources presently allocated for minority operated grants and contracts.	<u>28.5%</u>

Outline the method the AAA will utilize to assure that sufficient appropriate grant or contract proposals will be submitted by minority organizations to support meeting regulations; and identify the action steps proposed, the AAA staff position(s) with key responsibility and the estimated dates of completion.

## ACTION PLAN FOR THE INCLUSION OF MINORITY INDIVIDUALS IN GRANTS AND CONTRACTS

Section 903.80(c) of the Title III program regulations encourage the awarding of grants and contracts to minority individuals in proportion to their relative number in the planning service area. Therefore, in accordance with Section 903.80(c), the AAA will incorporate affirmative action policies in the contractual process by soliciting proposals from and encouraging agencies and programs which are minority operated or controlled to participate in the activities of the AAA.

The AAA will inform individuals, agencies and organizations, especially those representing low income minority and elderly applicants of its affirmative action policies in the awarding of grants and contracts. All contracts shall contain non-discriminatory provisions in conformance with Section 12B of the San Francisco Administrative Code to insure that in all solicitations or advertisements for employment or inclusion in programs applicants or participants will receive consideration without regard to race, creed, color, ancestry, national origin, age, sex or sexual orientation. In accordance with Sec. 12B.4 of the Administrative Code, all contractors shall submit an affirmative action program which meets the requirements of the Human Rights Commission of the City and County of San Francisco.

Whenever feasible, the AAA will utilize staff to provide technical assistance to those individuals, organizations, or agencies submitting proposals to insure conformance with AAA policies on affirmative action.  
(Attach Continuation Sheets as Needed)



ACTION PLAN FOR THE INCLUSION OF MINORITY  
INDIVIDUALS IN GRANTS AND CONTRACTS (Cont.)

Selection techniques for contractors or grantees will be subject to continuous review in accordance with selection standards of the AAA and the Human Rights Commission.

Subject to legal and policy requirements, the AAA will monitor programs to assure compliance with contract provisions relating to affirmative action and Section 12B and to evaluate the effectiveness of the affirmative action programs.



Page   1   of   1  

STAFF SIGNED IN ACTION PLAN FOR THE THROUSING  
INDIVIDUALS IN GRANTS AND CONTRACTS

ACTION STEPS	AAA STAFF POSITION(S) WHICH BEY RESPONSIBILITY FOR STE	ESTIMATED DATE OF COMPLETION
STEP 1 Advertise and encourage submission of contract applications through correspondence with minority operated or controlled programs	Deputy Director	June, '75
STEP 2 Inform individuals, agencies and organizations of affirmative action policies required for contract applications	Deputy Director and Community Developer	July, '75
STEP 3 Inform individuals, agencies and organizations of the San Francisco Administrative Code and Section 903.8(c) of Title III in determining affirmative action policies	"	July, '75
STEP 4 Assess ratio of number of minority population to total population and determine corresponding percentage of minority applications	Deputy Director and Executive Director	Sept., '75
STEP 5 Scrutinize applications for conformance to affirmative action policies of the AAA and Section 12B of the San Francisco Administrative Code	Executive Director and Human Rights Commission	Oct., '75
STEP 6 Offer staff assistance, when feasible, to individuals, agencies, or organizations needing technical assistance in determining affirmative action policies in programs	Deputy Director and Administrative Dept. Heads	Nov., '75
STEP 7 Review selection techniques for granting awards to insure compliance with affirmative action guidelines	Executive Director Deputy Director Human Rights Com.	Dec., '75
STEP 8 Monitor and evaluate programs to assure compliance with contract provisions and determine effectiveness of affirmative action policies	Executive Director and Program Evaluator	Dec. '75



SUMMARY OF MAJOR STEPS IN ACTION PLAN FOR THE INCLUSION  
OF MINORITY INDIVIDUALS IN GRANTS AND CONTRACTS

MAJOR ACTION STEPS	AAA STAFF POSITION(S) WITH KEY RESPONSIBILITY FOR STEP	ESTIMATED DATE OF COMPLETION
EXHIBIT G-4 STEP 1		
STEP 2		
STEP 3		
STEP 4		
STEP 5		
STEP 6		
STEP 7		
STEP 8		





MASTER SCHEDULE OF ACTION PLANS AND ACTION STEPS

Budget Year      (      month      day year to      month      day year )

MONTH:

July / Aug / Sept / Oct / Nov / Dec / Jan / Feb / Mar / Apr / May / Jun /

Note the action step # estimated to be completed at the appropriate point along the time line.

ACTION PLANS

G-7

Est. dates of completion  
Action Steps

E-2 Objective #1

Est. dates of completion  
Action Steps

E-2 Objective #2

Est. dates of completion  
Action Steps

In like manner

continue as needed  
to include all E-2  
Objectives and the  
following Action Plans

F-3

F-4

G-3

G-4

(Attach Continuation Sheets as Needed)









